



**WORK SESSION**  
**4:00 p.m.**  
**Upper Level Conference Room**

**WAITE PARK CITY COUNCIL AGENDA**  
**MONDAY, AUGUST 1, 2016**  
**6:30 P.M.**

6:30 P.M. Pledge of Allegiance  
Open Forum – two minute limit

Review and approve, August 1, 2016 Council Agenda

1. Consent Agenda:  
Recommended action: approval of following items
  - A. Approve Council Minutes for June 27, 2016
  - B. Approve Council Minutes for July 18, 2016
  - C. Approve Haley Miller's Full Time Police Officer Resignation
  - D. Approve Haley Miller to Part-Time Police Officer
  - E. Approve Beginning Hiring Process for Full time Police Officer
  - F. Approve Jeanne Lodermeier to Park Board
2. 2015 Financial Audit
  - A. Audit Overview CDS
  - B. Request for Council Approval
    1. Fund Transfers
    2. Accept 2015 Audit Report
3. Public Works Facility Plans/Specs and Bids
4. ICC 2012 Building Code & Ordinance 50 Amendments
5. Award of 2016 10<sup>th</sup> Avenue South Overlay Improvements
6. Council/Mayor
  - A. Review and Approve Bills
7. Administrator
  - A. Update
8. Consideration of an offer to purchase the ownership rights and compensation of real property-  
**\*This portion of the meeting will be closed to public as per State Statute**

**ADJOURN**

**CITY OF WAITE PARK  
CALL TO ORDER –**

**PLEDGE OF ALLEGIANCE  
OPEN FORUM**

**Review and Approve August 1, 2016 Council Agenda**

Councilmember \_\_\_\_\_ moved that the Council Agenda for August 1, 2016 be approved as presented.

Councilmember \_\_\_\_\_ seconded the motion.  
Motion (Approved) (Denied)

**Agenda Item No. 1-Consent Agenda**

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1. Consent Agenda:

Recommended action: approval of following items

- A. Approve Council Minutes for June 27, 2016
- B. Approve Council Minutes for July 18, 2016
- C. Approve Haley Miller's Full Time Police Officer Resignation
- D. Appoint Haley Miller to Part-Time Police Officer
- E. Approve beginning the hiring process for Full time Police Officer
- F. Approve Jeanne Lodermeier to Park Board

Councilmember \_\_\_\_\_ moved that the Consent Agenda, as presented, be approved.

Councilmember \_\_\_\_\_ seconded the motion.

**ROLL CALL**

Councilmember Michael Linquist \_\_\_\_\_  
Councilmember Charles Schneider \_\_\_\_\_  
Councilmember Vic Schulz \_\_\_\_\_  
Councilmember Frank Theisen \_\_\_\_\_  
Mayor Richard Miller \_\_\_\_\_

Motion (Approved) (Denied)

## WAITE PARK CITY COUNCIL MEETING

JUNE 27, 2016

A meeting of the Waite Park City Council was held at Waite Park City Hall on Monday, June 27, 2016 beginning at 6:30 PM.

### MEMBERS PRESENT

Members present were Mayor Miller, Councilmembers Linquist, Schneider, Schulz, and Theisen.

### CITY REPRESENTATIVES PRESENT

City Representatives present were City Administrator Johnson, Deputy Clerk-Treasurer Virnig, Chief of Police Benrud, Public Works Director Schluenz, Planning & Community Development Director Noerenberg, Attorney Hansmeier

### OTHERS PRESENT

Chad Arthur, Kat Hammer

### OPEN FORUM

Mayor Miller invited anyone wishing to speak during the open forum to step forward, but no one came forth.

### ESGR PATRIOT AWARD PRESENTATION

Robert Adams, an ombudsman and committee member for employer support of the guard and reserve, which is an agency of the Department of Defense, presented a Patriot Award to Fire Chief Jim Aleshire. Waite Park Firefighter Cody Backer, who is a Sergeant in the Army Reserve, nominated Fire Chief Aleshire for this award because of the help and support Fire Chief Aleshire gave him in coordinating his military duties with his Firefighter duties.

### COUNCIL AGENDA

Motion by Member Schulz, second by Member Theisen, to approve the 6/27/16 Council Agenda as amended:

- 4.B. (Add) APO Board Appointment

The motion carried unanimously.

### 1. CONSENT AGENDA

Motion by Member Theisen, second by Member Schneider, to approve the following 6/27/16 Consent Agenda items:

- 1.A. Approved Special Council Minutes for May 23, 2016
- 1.B. Approved Council Minutes for June 6, 2016
- 1.C. (Pulled for discussion – regarding 17<sup>th</sup> Avenue Relocation Costs)
- 1.D. Approved Preliminary Plat of Waite Park Public Works and Park Site
- 1.E. Approved Waite Park Right of Way Plat Number 5A
- 1.F. Approved SEH to Prepare Plans and Specifications for the 2016 10<sup>th</sup> Avenue Overlay Project and Authorize Advertising for Bids
- 1.G. Approved Massage License for Teresa Papagni at 132 Division St.

The motion carried unanimously.

#### 1.C. 17<sup>TH</sup> AVENUE RELOCATION COSTS

Member Linquist questioned when the last relocation payment will be for this project. Attorney Hansmeier stated the payments presented are the last payments for relocation on this project.

Motion by Member Schneider, second by Member Theisen, to approve the 17<sup>th</sup> Avenue Relocation Costs. The motion carried unanimously.

## **2. LUTHER HONDA SIGN VARIANCE**

Staff has received an application from The Luther Company, LLLP for a variance from Waite Park Ordinance Section 53.11, Table 53-1 to allow an increase in the height of the proposed elevated sign for the new Luther Honda location from 20 feet to 30 feet. The project is located at 1500 Highway 23 West, formerly addressed as 1401 Parkway Drive. The property is zoned B-2, Commercial/General Business District in which the current ordinance limits height of elevated signs to 20 feet.

The proposed sign would be located at the northeast corner of the property, at the intersection of Highway 23. Staff met with Luther Honda representatives in May regarding signage for the property and advised them that if they wanted to pursue an elevated sign higher than the 20 feet allowed under ordinance, they would need to demonstrate practical difficulties of the property and why a 20-foot sign is insufficient through the variance application process. Staff further advised them at that time that the request would be held to the City standards of variance request review, as is standard procedure.

The applicants submitted a very thorough application narrative and exhibits, which outlines their justifications of practical difficulty for the request. The exact sign design has not been finalized yet as it would not be prudent to do so unless a variance was approved and the applicants know they would be able to proceed with their requested design.

Staff does believe that the applicant has demonstrated practical difficulties, primarily due to the location of the existing nearby Menards fence and the alignment of Highway 23. In Staff's opinion, the granting of the variance will not be detrimental to other uses already existing and permitted in the area, and Staff recommended approval of the variance as requested.

The Planning Commission held a Public Hearing on June 14, 2016 and after review of the Findings of Fact, recommended approval of the request to recommend to the City Council to approve the variance for 1500 Highway 23 West, as requested by The Luther Company, LLLP.

Member Linquist questioned what type of sign it would be. Kathleen Hammer from Landform Professional Service who represents The Luther Company, LLLP presented an example of what the sign would look like. Ms. Hammer stated their signs typically have a white LED lighting component to it.

Motion by Member Theisen, second by Member Schneider, to approve the variance for 1500 Hwy 23 West as requested by The Luther Company, LLLP. The motion carried unanimously. The company was acknowledged for presenting very thorough information regarding the variance request.

## **3. SEEKING DELEGATED POWER TO LICENSE AND INSPECT LODGING**

In the past several years the city has encountered issues of public safety and police actions with Motel 6, which facility is now closed. In the course of dealing with those issues, Staff contacted the State of Minnesota Department of Health looking for help on how the City could have a larger role in licensing and controlling lodging in the city. The thought being if the City had the licensing and inspection responsibilities we have more contact with lodging facilities to deal with issues as they arise. A second reason for seeking additional powers is the pending proposals of new hotels and lodging in the city.

The State of Minnesota delegates the authority to counties and cities for licensing and inspections of lodging. In Waite Park's case, the state's delegated power has been given to Stearns County to inspect and license lodging in the City of Waite Park. In order for the city to take over those responsibilities under current law, Staff must seek and obtain the support from Stearns County and if that is given then seek and receive approval from the Minnesota Department of Health.

Staff met with Stearns County Environmental Services and a representative from the County Attorney's office regarding issues with lodging. They indicated a favorable reaction to a proposal that Waite Park would license lodging and would have responsibility for inspections. The proposal would have Stearns County personnel continue to do the actual inspections because lodging inspections include required inspection credentials and because the new proposed facilities likely will serve food and have swimming pools and hot tubs. Those are additional credentials needed to qualify as an inspector.

Waite Park would be financially responsible for paying for the inspection services, but Waite Park would be the point of contact for licensing and complaints relating to the lodging. By acquiring these responsibilities we expect the lodging facilities would be more responsive to city concerns.

Staff is requesting an action by the Council to permit the Mayor and City Administrator along with assistance of the City Attorney to present a proposal to Stearns County to take over the inspection and licensing of lodging. The County Board would need to be presented with this proposal and if they

**3. SEEKING DELEGATED POWER TO LICENSE AND INSPECT LODGING (Cont'd.)**

approved the agreement then the agreement would need to be sent to the Minnesota Department of Health for their consideration.

Discussion was held on who would be responsible for certain inspections. The details of licensing and inspecting can be laid out in an ordinance.

Motion by Member Schulz, second by Member Linquist, to approve authority to the Mayor and City Administrator to present a proposal to Stearns County to support the granting of inspection and licensing in the City of Waite Park and to seek approval with the Minnesota Department of Health for such delegation. The motion carried unanimously.

**4. COUNCIL/MAYOR**

**4.A. REVIEW AND APPROVE BILLS**

Motion by Member Linquist, second by Member Theisen, to authorize payment of the accounts payable list (0616D1). The motion carried unanimously.

**4.B. APO BOARD APPOINTMENT**

A member needs to be appointed to the APO Board again.

Motion by Member Linquist, second by Member Schneider, to appoint Member Theisen to the APO Board. The motion carried unanimously.

**5. ADMINISTRATOR**

**5.A. UPDATE**

City Administrator Johnson reviewed the following:

- Member Schneider will be attending the Coalition of Minnesota Cities Summer Conference in July.
- Staff is planning to hold an informational meeting possibly on August 15, 2016 with the residents that would be impacted by the annexation.

**6. CONSIDERATION OF MAKING AN OFFER TO PURCHASE THE OWNERSHIP RIGHTS AND COMPENSATION OF REAL PROPERTY**

The Council closed this portion of the meeting to the public pursuant to Minnesota Statute 13D.05 subdivision 3 (a) (3) to consider an offer to purchase property owned by the City of Waite Park and which property is currently in the condemnation process. This property was owned by Chris Sis and Jolene Sis and possession was acquired by quick take proceedings. Those proceedings are underway with a commissioner's hearing pending.

The legal description for the potential purchase of ownership compensation is:

A tract of land lying in and being a part of the Northwest Quarter of Section 20, Township 124 North, Range 28 West, Stearns County, Minnesota, described as follows to-wit: Beginning at a point on the west line of said Section 20, said point being 770.88 feet South of the Northwest corner of said Section 20; thence continuing South along said west line of said Section 20, a distance of 1429.12 feet to the center line of a public road as now constructed and traveled; thence running North 65 degrees 38 minutes East along the center line of said road a distance of 424.91 feet to the east line of the West 391.20 feet of said Northwest Quarter; thence North and parallel with said West line of said Section 20, a distance of 1262.5 feet to a point at right angles to and distant 391.2 feet from the point of beginning; thence deflect 90 degrees left and West 391.2 feet to the point of beginning and there terminating.

This property is located along 7<sup>th</sup> Avenue South in the City of Waite Park and is the location of the former Sis Upholstery Business.

The meeting was closed at 6:52 p.m. pursuant to Minnesota Statute 13D.05 subdivision 3 (a) (3) to consider an offer to purchase property owned by the City of Waite Park and which property is currently

**6. CONSIDERATION OF MAKING AN OFFER TO PURCHASE THE OWNERSHIP RIGHTS AND COMPENSATION OF REAL PROPERTY (Cont'd.)**

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Motion by Member Linquist, second by Member Schulz, to open the public portion of the meeting at 7:26 p.m. The motion carried unanimously.

**ADJOURNMENT**

Mayor Miller declared the meeting adjourned at 7:27 p.m.

\_\_\_\_\_  
Richard E. Miller  
Mayor

\_\_\_\_\_  
Shaunna Johnson  
City Administrator

*DRAFT*

## WAITE PARK CITY COUNCIL MEETING

JULY 18, 2016

A meeting of the Waite Park City Council was held at Waite Park City Hall on Monday, July 18, 2016 beginning at 6:30 PM.

### MEMBERS PRESENT

Members present were Mayor Miller, Councilmembers Linqvist, Schneider, Schulz, and Theisen.

### CITY REPRESENTATIVES PRESENT

City Representatives present were City Administrator Johnson, Deputy Clerk-Treasurer Virnig, Finance Director Lindberg, Public Works Director Schluenz, Planning & Community Development Director Noerenberg, Attorney Hansmeier

### OTHERS PRESENT

Ken Schmitt, John Meyer, Diane Bartz

### OPEN FORUM

Mayor Miller invited anyone wishing to speak during the open forum to step forward, but no one came forth.

### COUNCIL AGENDA

Motion by Member Theisen, second by Member Schneider, to approve the 7/18/16 Council Agenda as amended:

- 1.B. (Add) Accept Krystal Vierkant's Resignation from the Park Board & Authorize Advertising for New Appointment
- 5.B. (Add) City Signs

The motion carried unanimously.

### 1. CONSENT AGENDA

Motion by Member Theisen, second by Member Linqvist, to approve the following 7/18/16 Consent Agenda items:

- 1.A. Approved Resolution Calling for Public Hearing for Capital Improvement Plan and Issuance of Bonds (**RESOLUTION NO. 071816-01**)
- 1.B. Accepted Krystal Vierkant's Resignation from the Park Board and Authorized Advertising for New Appointment

The motion carried unanimously.

### 2. SILVER LEAF

#### 2.A. AMENDED DEVELOPMENT AGREEMENT

The Silver Leaf Developers have requested to amend the Development Agreement that establishes the terms of the tax increment financing for the project that includes constructing two hotels and a conference center. Under the agreement, the interest rate on the note is set at 3% with a maximum of 20 years. The Developers are requesting that the interest rate be changed to 4.5%. They are not requesting to change the term or the amount of financing originally requested and approved.

Changing the interest rate will provide them with more flexibility to sell the note to a bank to assist in their financing. It does not change anything for the City as the amount of the TIF note requested and the term of the note are not changing.

In order to consider this request, the Council would be required to amend the Development Agreement, which was presented.

## **2. LUTHER HONDA SIGN VARIANCE**

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The applicants submitted a very thorough application narrative and exhibits, which outlines their justifications of practical difficulty for the request. The exact sign design has not been finalized yet as it would not be prudent to do so unless a variance was approved and the applicants know they would be able to proceed with their requested design.

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Member Linquist questioned what type of sign it would be. Kathleen Hammer from Landform Professional Service who represents The Luther Company, LLLP presented an example of what the sign would look like. Ms. Hammer stated their signs typically have a white LED lighting component to it.

Motion by Member Theisen, second by Member Schneider, to approve the variance for 1500 Hwy 23 West as requested by The Luther Company, LLLP. The motion carried unanimously. The company was acknowledged for presenting very thorough information regarding the variance request.

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### MEMBERS PRESENT

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### CITY REPRESENTATIVES PRESENT

City Representatives present were City Administrator Johnson, Deputy Clerk-Treasurer Virnig, Finance Director Lindberg, Public Works Director Schluenz, Planning & Community Development Director Noerenberg, Attorney Hansmeier

### OTHERS PRESENT

Ken Schmitt, John Meyer, Diane Bartz

### OPEN FORUM

Mayor Miller invited anyone wishing to speak during the open forum to step forward, but no one came forth.

### COUNCIL AGENDA

Motion by Member Theisen, second by Member Schneider, to approve the 7/18/16 Council Agenda as amended:

- 1.B. (Add) Accept Krystal Vierkant's Resignation from the Park Board & Authorize Advertising for New Appointment
- 5.B. (Add) City Signs

The motion carried unanimously.

### 1. CONSENT AGENDA

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- 1.B. Accepted Krystal Vierkant's Resignation from the Park Board and Authorized Advertising for New Appointment

The motion carried unanimously.

### 2. SILVER LEAF

#### 2.A. AMENDED DEVELOPMENT AGREEMENT

The Silver Leaf Developers have requested to amend the Development Agreement that establishes the terms of the tax increment financing for the project that includes constructing two hotels and a conference center. Under the agreement, the interest rate on the note is set at 3% with a maximum of 20 years. The Developers are requesting that the interest rate be changed to 4.5%. They are not requesting to change the term or the amount of financing originally requested and approved.

Changing the interest rate will provide them with more flexibility to sell the note to a bank to assist in their financing. It does not change anything for the City as the amount of the TIF note requested and the term of the note are not changing.

In order to consider this request, the Council would be required to amend the Development Agreement, which was presented.

## **2. SILVER LEAF (Cont'd.)**

### **2.A. AMENDED DEVELOPMENT AGREEMENT (Cont'd.)**

John Meyer stated he has been working with Developer who is finding it hard to find someone to take the bond at 3%. They looked at the calculations to determine Fair Market Value at different interest rates. They noticed that the plan had a different tax capacity than the county had. Mr. Meyer stated the developer also looked at what his market value is in his hotels in St. Cloud and he stated they are going up about 2% a year in taxable market value. The developer feels he can base the numbers on 1% inflation and an interest rate of 4.5% and still get the numbers he needs.

Finance Director Lindberg and Tammy Omdal from Northland Securities both have not seen the revised numbers presented before this meeting. Finance Director Lindberg stated there are a lot of estimates involved so to state the impact is a little difficult. Ms. Omdal stated the difference is the assumption of the increase in value in what the property will be worth. When Northland Securities looked at this project they looked at it with closer to a ¼% growth over the term of the note because they don't feel the county will grow at as big of an increase as the developer thinks it will. If the growth does increase at a rate of 1 ½% and the interest rate is increased to 4.5%, it means it will be about 2 more years that the district is open compared to keeping the interest rate at 3%. She feels this is an aggressive assumption. In her opinion, changing the rate from 3% to 4.5% will not change the amount of payments the city will make to the developer. Payment is made at 95% of the actual tax increment that is collected until such time that either the term ends or the note has been paid. The city has no obligation after the 20 year term ends.

Member Schneider asked why the note can't be sold at 3%. Mr. Meyer stated it is impossible to sell note at 3% and he is not sure why the developer agreed to that in the first place. Don Evenson from the Silver Leaf Group stated that Jeff Lamont of Silver Leaf Lodging is the developer. Mr. Evenson stated that Mr. Lamont went out in the market after the original development agreement was signed at 3% because he wanted to capitalize on the TIF. He tried to find someone who would take the note at 3%, but could not find anyone. The minimum they found was 4.5%. City Administrator Johnson stated that originally the developer was looking at holding onto the note and not sell it.

Finance Director Lindberg reiterated that this is all based on estimates and assumptions. Ultimately, what a change in the interest rate means is that when we do collect taxes in any given year, a larger portion will be applied to the interest side rather than the principal side and that is where you get the difference of 18 and 20 year terms. Mr. Meyer stated he feels the only risk is on the developer's side. There is no additional liability to the City.

Motion by Member Schulz, second by Member Linquist, to approve considering the amended development agreement as presented.

Ayes: Member Linquist, Schulz, Theisen

Nays: Mayor Miller, Member Schneider

Abstained: None

The motion carried. (RESOLUTION NO. 071816-02)

## **2. SILVER LEAF**

### **2.B. CONSTRUCTION DEVELOPMENT AGREEMENT**

Staff has drafted a construction development agreement to be entered into between the City and Silver Leaf developers. The construction development agreement is separate and different from the financial agreements with the developers in that it mandates set standards for the actual construction of the project, and provides the City with guarantee that the work will be completed per approved plans and agreement and provides the City with security that can be drawn upon in the event that the project commences but public improvement components are not completed. City Council review and approval is requested due to the extent of the agreement and amount of requested security.

Prior to release of the building permit, the developer will be required to provide a cash escrow or an irrevocable letter of credit to the City in the amount of \$573,037. This amount is based on 125% of the value of submitted public improvement estimates as calculated by the project engineers. While primarily utilized to ensure completion of public improvement components, if needed the performance security may be utilized by the City to ensure completion of all elements of approved plans, including but not limited to hard surfacing and landscaping components that are often among the last components to be completed with a large-scale project.

## **2. SILVER LEAF (Cont'd.)**

### **2.B. CONSTRUCTION DEVELOPMENT AGREEMENT (Cont'd.)**

Planning and Community Development Director Noerenberg stated the Development Agreement that was presented to the Council has a few minor changes that the developer would like made. One of the changes is the title should be changed from "Development Agreement" to "Construction Development Agreement". Another change is all references of "Silver Leaf Lodging, LLC" should be changed to "Silver Leaf Lodging Group, LLC". The third change is Item 13, "Future Development" should be revised to specifically reflect separate ownership of adjacent parcel, Lot 1, Block 1, Silver Leaf Addition. Staff is in agreement with these changes. One concern was regarding a snow storage easement that the developer did not want the City to have, but Staff was not in agreement with taking the snow storage easement out. They feel the City needs that easement. Another concern was the developer felt that Silver Leaf Group should be a party to the Construction Development Agreement, Staff is not in agreement with that because after the Silver Leaf Group closes on the property with Silver Leaf Lodging, LLC in a week or so, the Silver Leaf Group will not have any ownership to the property or any responsibility in the construction aspect.

Motion by Member Linquist, second by Member Schulz, to approve the development agreement as amended. The motion carried unanimously.

## **2. SILVER LEAF**

### **2.C. DEED GRANT APPLICATION FOR SILVER LEAF DEVELOPMENT**

The Silver Leaf Group has requested that the City apply for a redevelopment grant on their behalf to the Department of Employment and Economic Development (DEED). The application will assist with the forthcoming hotel/event center in funding public infrastructure costs. The grant application would request \$458,430.

As you may recall, twice in 2015 the City previously authorized support of the same DEED grant application, and at those times the requests were unsuccessful. At the time of the second attempt, DEED did not have any remaining funding available for that particular grant program. However, funding is again available for 2016 and Silver Leaf would like the opportunity to apply again.

There is no cost to the City in preparing the grant application, but if awarded, the City would be responsible for administering the grant funds. The deadline for grant application submittals is August 15, 2016. There is a 50% match requirement which is made possible by the TIF portion of the project.

A resolution authorizing submittal was presented and will need to be considered for approval if the Council desires to move forward with the DEED application. Due to the short time allowance to the application deadline, the completed application was not yet available at time of agenda preparation. As such, staff recommends that the Council consider establishing a condition that City Staff review/approve the completed application prior to submittal to DEED.

Motion by Member Schneider, second by Member Theisen, to approve the resolution presented with condition that City Staff review/approve completed application prior to submittal. The motion carried unanimously.

## **3. PICKLEBALL COURT**

### **3.A. AWARD BID**

### **3.B. CHANGE ORDER NO #1**

Presented was a bid tabulation and letter of recommendation for award to the low bid of \$351,159.25 to Custom Builders, Inc. for the 2016 Rivers Edge Pickleball Court Improvement Project. There were four bids submitted ranging from about \$351,000 to \$528,000. Although this bid was \$18,728.75 over the engineers estimate, Staff believes that it is a fair price to pay for the improvements.

The low bidder has offered a suggestion to put a concrete curb around the perimeter of the courts. The fence posts for the courts would be embedded in the curb, and it would provide for a more maintenance free edge versus a bituminous edge. The cost of the curb is \$21,215.82. SEH Engineer Wotzka stated he has discussed this with Staff and they recommend approval.

Motion by Member Schneider, second by Member Theisen, to award the 2016 Rivers Edge Pickleball Improvement project to Custom Builders, Inc. in the amount of \$351,159.25 as presented. The motion carried unanimously.

### **3. PICKLEBALL COURT (Cont'd.)**

#### **3.A. AWARD BID (Cont'd.)**

#### **3.B. CHANGE ORDER NO #1 (Cont'd.)**

Motion by Member Theisen, second by Member Schneider, to approve Change Order #1 to the 2016 Pickleball Improvement project as presented. The motion carried unanimously.

The parking lot situation in Rivers Edge Park was discussed. Staff will be meeting to discuss the improvements to Rivers Edge Park including parking lots and will present their recommendations to the Council at a later date.

### **4. TRANSFORMER QUARRY**

#### **4.A. EASEMENT VACATION**

As part of the final plat of Transformer Quarry (formerly titled Waite Park Public Works and Park Site Subdivision), a concurrent request was received to vacate portions of current drainage and utility easements located on the northern portion of the property, currently described as part of Outlot C, Parkway Park City Plat 2 and fully described in the presented exhibit.

With the anticipated plans for the area by the City, there is no need to retain the easement as currently dedicated and its removal will "clean up" that portion of the property for future use.

Staff recommends approval of the vacation of drainage and utility easements as submitted and proposed.

Motion by Member Theisen, second by Member Linquist, to approve the vacation of drainage and utility easement as presented. The motion carried unanimously.

### **4. TRANSFORMER QUARRY**

#### **4.B. FINAL PLAT**

The City of Waite Park is the applicant for this request. The subject property is located south of Parkway Drive and north of County Road 137. It is also adjacent to the currently-underway 17th Avenue project. The total acreage of the plat is approximately 36.8 acres. This subdivision was previously titled Waite Park Public Works and Park Site Subdivision and the preliminary plat was reviewed as a consent agenda item by the City Council at the June 27th, 2016 meeting.

This plat will establish the property that will be utilized for the forthcoming new Public Works facility, located on the southern portion of the property as well as the parkland/amphitheater to be located in the former quarry area in the northern half of the property. The property is currently zoned primarily I-1 Light Industrial, except for the former Gillitzer home on the western side (Block 1) which is zoned as B-2, Commercial/General Business District. Rezoning of the site of the eventual Public Works facility is not required as uses that serve a public purpose are a permitted use. As plans for the site of the former Gillitzer home on depicted Block 1 and the possible amphitheater site progress, those parcels may be rezoned to classifications that better suit their intended uses.

There is currently a 50-foot railroad easement that crosses Lot 1, Block 2 of the property. While there is not any possibility that this will be utilized by the railroad, City staff is examining the options for vacating this easement, but this will likely require approval of the railroad which has typically been a time-consuming process. The existence of the easement, even if not vacated, will not prohibit or deter any City plans for the property.

As this is a plat of City property which also incorporates area that is slated for public use as a park/amphitheater, no parkland dedication is associated with this request. As the property is adjacent to a county road, the plat has been submitted to Steams County for review and comment. Any comments will be incorporated into the letter that is provided by the City to Steams County for recording.

The Planning Commission reviewed the request at their July 12th, 2016 meeting and recommended approval of the final plat of Transformer Quarry as presented.

Staff believes that the platting requirements have been met as proposed and recommends approval of the final plat of Transformer Quarry.

Motion by Member Theisen, second by Member Schulz, to approve the final plat of Transformer Quarry as presented. The motion carried unanimously.

## **5. COUNCIL/MAYOR BILLS**

Motion by Member Theisen, second by Member Schneider, to authorize payment of the accounts payable list (0416M1, 0416M2, 0616D2, 0616D3, 0718D1). The motion carried unanimously.

### **5.B. CITY SIGNS**

Member Linquist presented information regarding city signs with the new logo, including a reader board. Discussion was held on having to go out for quotes if the project will be over \$25,000 versus going out for bids if the project is over \$100,000. It was felt that this project can be done in phases as long as there is time in between the phases. At this time, Staff will go out for quotes on this project because it will be over \$25,000, but under \$100,000.

## **5. ADMINISTRATOR**

### **5.A. UPDATE**

Mayor Miller questioned where the City is at with the issue of taking over licensing and inspecting lodging facilities. Attorney Hansmeier stated Staff is in the process of reviewing the proposed agreement and once approved, will be sending it to Stearns County for approval and then onto the state for approval.

City Administrator Johnson reviewed the following:

- Member Schneider will be attending the Coalition of Minnesota Cities Summer Conference in Austin this week.
- The City of St. Cloud has a new City Administrator, Matt Staehling, who was their City Attorney in the past. Past City Administrator, Mike Williams, is now the new Stearns County Administrator. She is not sure when and where the next Joint Cities Meeting will be.
- Waite Park's next City Council Meeting will be on August 1, 2016.
- There is a new Executive Director of the APO.
- Staff is working on updating pages of the new website. If any of the City Council Members would have interest in putting a biography together regarding them, they should let City Administrator Johnson know.
- Staff is working on coordinating to tour some more amphitheatres in the next month or so.

### **ADJOURNMENT**

Mayor Miller declared the meeting adjourned at 7:15 p.m.

---

Richard E. Miller  
Mayor

---

Shaunna Johnson  
City Administrator

**Consent Agenda Item C: Accept Resignation of Officer Haley Miller**

---

In a signed letter received on July 22, 2016 Officer Haley Miller submitted her resignation as a full-time Police Officer for the City of Waite Park effective August 19, 2016.

After a successful run with us Officer Miller has developed a strong desire to work more in the human services area particularly with juveniles and has taken a full-time position with St. Cloud School District 742. She will likely continue to work at the McKinley ALC building allowing us to continue a good working relationship.

Officer Miller has been with the department for about 4.5 years and she has represented the department well working as a patrol officer and as a school resource officer. We wish Haley all the best in the future.



CITY OF  
**Waite Park**  
WHERE MINNESOTA CONNECTS



Police Department | David W. Bentrud, Chief of Police

Dear City of Waite Park,

I, Ofc. Haley Miller, am formally resigning from the position of Police Officer for the City of Waite Park. My last day of patrol will be August 3<sup>rd</sup>, however I will be using 1 day of sick leave, vacation and compensation time until August 19<sup>th</sup>. I want to share my overwhelming gratitude for the ability to work for such a wonderful city. I have thoroughly enjoyed my time working as a Police Officer and especially as the School Resource Officer for the city. The last 4.5 years have been incredible and have helped me to grow personally and professionally. The employees of the city have felt more like family to me than coworkers. I will be continuing on my professional journey still working in the arena of human services directly working with juveniles to aide them in their educational and emotional wellbeing.

Sincerely,

Haley Miller

19 - 13<sup>th</sup> AVENUE NORTH PO BOX 339 WAITE PARK MN 56387-0339  
PHONE: (320)251-3281 FAX: (320)259-4528  
WEBSITE: WWW.CI.WAITEPARK.MN.US



**Consent Agenda Item No. D: Appoint Haley Miller to Part-Time Police Officer**

---

While Officer Miller has submitted her resignation as a full-time officer she is interested in continuing to work with the police department on a part-time basis. There are funds in the 2016 police department budget for two part-time positions. The police department currently only employs one part-time officer (Kelly Langer) since Larry Atkinson resigned his part-time position in January 2016.

**Consent Agenda Item No. E: Approve Hiring Process for Full Time Police Officer Position**

---

With the resignation of Haley Miller, staff would like to work with the Civil Service Board to begin the hiring process to fill her full-time position. We do not have a current eligibility list from previous hires so this would require us to start a new hiring process for this position. Staff recommends approval of hiring process for the full time police officer position.

**Consent Agenda Item No. F: Jeanne Lodermeier to Park Board**

---

We have received the attached application to fill the vacancy for the Park Board position from Jeanne Lodermeier. Jeanne has been a member of the Park Board in the past. No other applicants have applied for the position. Staff recommends approval of her appointment to serve out the term of the vacant position, which expires 12/31/17.



CITY OF

# Waite Park

WHERE MINNESOTA CONNECTS

POSITION  
APPLYING FOR: Parks Board

DATE: 07/19/2016

NAME: Jeanne Lodermeier

HOME ADDRESS:  
(Must Reside in Waite Park) 109 Greenstone Lane Waite Park

CELL PHONE: (320) 290-1756

HOME PHONE: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_

EMAIL: jmlodermeier@gmail.com

OCCUPATION: Stearns County Human Services worker

**WHAT RELEVANT TRAINING OR EDUCATION HAVE YOU HAD FOR THIS POSITION?**

I was previously on the Parks Board and needed to leave my position as I had family members that were in need of extra help due to failing health. I was on the board during the splash pad construction, Waite Ave North addition, creation of the gardens in the parks and helped secure funding for the healthy living trail along 3rd street.

**WHAT EXPERIENCE DO YOU HAVE?**

see above

**WHAT CAN YOU BRING TO THIS POSITION?**

As a resident of Waite Park I am committed to seeing the the city move forward with the upcoming changes and additions to the parks. And would be honored to be part of these projects.

**ANY OTHER COMMENTS:**

I would love to be part of the Parks Board again. I have some exciting ideas rolling around in my head that I would love to share with you as part of the board or as a citizen of Waite Park. Thank you so much for considering my application.

**Agenda Item No. 2**

Issue: 2015 Audit Fund Transfers and Audit Review

---

**BACKGROUND:**

The City has contracted with the accounting firm of CDS to review the City's 2015 financial statements. A representative from CDS will be present to discuss the results of the audit.

**REQUIRED ACTION:**

Approve or deny the fund transfers and accept the 2015 Audit Report

**STAFF RECOMMENDATION:**

Approve the above described action.

**SUGGESTED MOTION:**

Council member \_\_\_\_\_ moved to approve OR deny the fund transfers and accept the 2015 Audit Report as presented.

---

---

Council member \_\_\_\_\_ seconded the motion.

**ROLL CALL**

Councilmember Charles Schneider	_____
Councilmember Vic Schulz	_____
Councilmember Mike Linqvist	_____
Councilmember Frank Theisen	_____
Mayor Richard E. Miller	_____

Motion (Approved) (Denied)

CITY OF WAITE PARK, MINNESOTA  
AUDITED FINANCIAL STATEMENTS AND  
SUPPLEMENTARY INFORMATION

DECEMBER 31, 2015

Conway, Deuth & Schmiesing, PLLP  
Certified Public Accountants  
Litchfield, Minnesota

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CITY OF WAITE PARK, MINNESOTA

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CITY OF WAITE PARK, MINNESOTA

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CITY OF WAITE PARK, MINNESOTA  
 ELECTED OFFICIALS AND ADMINISTRATION  
 DECEMBER 31, 2015

<u>Elected Officials</u>	<u>Position</u>	<u>Term Expires</u>
Richard E. Miller	Mayor	December 31, 2016
Vic Schulz	Council Member	December 31, 2018
Charles S. Schneider	Council Member	December 31, 2016
Michael J. Linquist	Council Member	December 31, 2016
Frank Theisen	Council Member	December 31, 2018
<hr/>		
<u>Administration</u>		
Shaunna Johnson	City Administrator/ Clerk/Treasurer	
Karla Virnig	Deputy Clerk/Treasurer	
Keith Lindberg	Finance Director	

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## INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members of the City Council  
City of Waite Park  
Waite Park, Minnesota

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Waite Park, Minnesota, as of and for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### Willmar Office

331 Third St SW, Ste 2  
PO Box 570  
Willmar, MN 56201  
P (320) 235-3311  
T (888) 388-1040

#### Benson Office

1209 Pacific Ave, Ste 3  
Benson, MN 56215  
P (320) 843-2302

#### Morris Office

401 Atlantic Ave  
Morris, MN 56267  
P (320) 589-2602

#### Litchfield Office

820 Sibley Ave N  
Litchfield, MN 55355  
P (320) 693-7975

#### St. Cloud-Sartell Office

Ste 110  
2351 Connecticut Ave  
Sartell, MN 56377  
P (320) 252-7565  
T (800) 862-1337

### ***Basis for Adverse Opinion on Governmental Activities***

As discussed in Note 1.F. to the financial statements, management has not recorded certain general infrastructure assets in governmental activities and, accordingly, has not recorded depreciation expense on those assets. Accounting principles generally accepted in the United States of America require that those general infrastructure assets be capitalized and depreciated, which would increase the assets, net position, and expenses of the governmental activities. The amount by which this departure would affect the assets, net position, and expenses of the governmental activities has not been determined.

### ***Adverse Opinion***

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on Governmental Activities" paragraph, the financial statements referred to previously do not present fairly the financial position of the governmental activities of the City of Waite Park, Minnesota, as of December 31, 2015, or the changes in financial position thereof for the year then ended.

### ***Unmodified Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities, each major fund and the aggregate remaining fund information of the City of Waite Park, Minnesota, as of December 31, 2015, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the General Fund and the Tax Increment District No. 2 and the Local Sales Tax Special Revenue Funds for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Change in Accounting Principle***

As described in Note 10 to the financial statements, for the year ended December 31, 2015, the City of Waite Park, Minnesota adopted new accounting guidance, Governmental Accounting Standards Board Statement No. 68, Accounting and Financial Reporting for Pension Plans - an Amendment of GASB Statement No. 27 and Governmental Accounting Standards Board Statement No. 71, Pension Transition for Contributions Made Subsequent to the Measurement Date - an Amendment of GASB Statement No. 68. Our opinion is not modified with respect to this matter.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, Schedule of Proportionate Share of the Net Pension Liability and Employer Contributions, Schedule of Funding Changes in the City Fire Relief Association's Net Pension Liability and Related Ratios, and the Schedule of Funding Progress and Employer Contributions as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

*Supplementary and Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The statements and schedules as listed in the table of contents as supplementary information and the Elected Officials and Administration section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements as a whole.

The Elected Officials and Administration section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on the information presented.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated August 1, 2016, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City's internal control over financial reporting and compliance.

*Conway, Deuth & Schmiesing, PLLP*

CONWAY, DEUTH & SCHMIESING, PLLP  
Certified Public Accountants  
Litchfield, Minnesota

August 1, 2016

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REQUIRED SUPPLEMENTARY INFORMATION

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**CITY OF WAITE PARK**  
**Stearns County, Minnesota**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**December 31, 2015**

As management of the City of Waite Park, we offer readers of the City of Waite Park's financial statements this narrative overview and analysis of the financial activities of the City of Waite Park for the fiscal year ended December 31, 2015.

**Financial Highlights**

- The assets and deferred outflows of the City of Waite Park exceeded its liabilities and deferred inflows at the close of the most recent fiscal year by \$56,667,726. Of this amount, \$5,836,124 may be used to meet the government's ongoing obligations to citizens and creditors in accordance with the City's fund designations and fiscal policies.
- The City's total net position increased by \$1,841,934.
- At the close of the current fiscal year, the City of Waite Park's governmental funds reported combined ending fund balance of \$13,967,137.
- The City's outstanding long-term debt decreased by \$3,075,738.

**Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to the City of Waite Park's basic financial statements. The City of Waite Park's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements.

**Government-wide financial statements.** The government-wide financial statements are designed to provide readers with a broad overview of the City of Waite Park's finances, in a manner similar to a private-sector business.

The Statement of Net Position presents information on all of the City's assets and deferred outflows of resources along with liabilities and deferred inflows of resources, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City of Waite Park is improving or deteriorating.

The Statement of Activities presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. uncollected taxes and earned but unused vacation leave).

**CITY OF WAITE PARK**  
**Stearns County, Minnesota**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**December 31, 2015**

Both of the government-wide financial statements distinguish functions of the City of Waite Park that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City of Waite Park include general government, public safety, public works, sanitation, economic development, culture and recreation and interest on long-term debt. The business-type activities of the City of Waite Park include water, sewer and stormwater.

The government-wide financial statements can be found on pages 17-18 of this report.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Waite Park, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City of Waite Park can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.

**Governmental Funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financial requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the City's near-term financial decisions. Both the governmental fund Balance Sheet and governmental fund Statement of Revenues, Expenditures and Changes in Fund Balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City of Waite Park maintains eight individual major governmental funds. Information is presented separately in the governmental fund Balance Sheet and in the governmental fund Statement of Revenues, Expenditures and Changes in Fund Balances for the general fund, two special revenue funds, four debt service funds and one capital projects fund, all of which are considered to be major funds. Data from the other seventeen governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements elsewhere in this report.

The City of Waite Park adopts an annual appropriated budget for its general and special revenue funds. Budgetary comparison statements have been provided for the General and major Special Revenue Funds to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 19-26 of this report.

**CITY OF WAITE PARK**  
**Stearns County, Minnesota**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**December 31, 2015**

**Proprietary funds.** Enterprise funds are one type of proprietary fund used to report the same functions presented as business-type activities in the government-wide financial statements. The City of Waite Park uses enterprise funds to account for its water, sewer and stormwater operations.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water, sewer and stormwater funds, which are considered to be major funds of the City of Waite Park.

The basic proprietary fund financial statements can be found on pages 27-30 of this report.

**Fiduciary funds.** Fiduciary funds are used to account for resources that are held for the benefit of parties outside the City. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City of Waite Park's own programs. The accounting used for fiduciary funds is much like that which is used for proprietary funds.

The basic fiduciary fund financial statements can be found on page 31 of this report.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

The notes to the financial statements can be found on pages 32-64 of this report.

**Supplementary information.** The required supplementary information and combining and individual fund statements can be found on pages 65-78 of this report. Financial schedules can be found on pages 79-83.

**Government-wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City of Waite Park, assets exceed liabilities by \$56,667,726 at the close of the most recent fiscal year.

The largest portion of the City of Waite Park's assets (73 percent) reflects its investment in capital assets (e.g., land, buildings, machinery and equipment). The City of Waite Park uses these capital assets to provide services to citizens. These assets are not available for future spending.

**CITY OF WAITE PARK**  
Stearns County, Minnesota

**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
December 31, 2015

A portion of the City of Waite Park's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position totaling \$5,836,124 may be used to meet the City's ongoing obligations to citizens and creditors.

**Net Position**

	Governmental Activities		Business-type Activities		Totals	
	2015	2014	2015	2014	2015	2014
<b>Assets &amp; Deferred Outflows</b>						
Current and Other Assets	\$ 18,601,559	\$ 23,168,088	\$ 1,908,045	\$ 1,193,947	\$ 20,509,604	\$ 24,362,035
Capital Assets	23,202,554	21,365,548	31,195,282	30,669,476	54,397,836	52,035,024
Deferred Outflows	507,735	0	15,448	0	523,183	0
<b>Total Assets &amp; Deferred Outflows</b>	<b>\$ 42,311,848</b>	<b>\$ 44,533,636</b>	<b>\$ 33,118,775</b>	<b>\$ 31,863,423</b>	<b>\$ 75,430,623</b>	<b>\$ 76,397,059</b>
<b>Liabilities &amp; Deferred Inflows</b>						
Long-Term Liabilities Outstanding	\$ 11,852,058	\$ 13,668,528	\$ 3,507,405	\$ 3,762,011	\$ 15,359,463	\$ 17,430,539
Other Liabilities	2,450,538	3,539,578	568,568	601,150	3,019,106	4,140,728
Deferred Inflows	370,133	0	14,195	0	384,328	0
<b>Total Liabilities &amp; Deferred Inflows</b>	<b>\$ 14,672,729</b>	<b>\$ 17,208,106</b>	<b>\$ 4,090,168</b>	<b>\$ 4,363,161</b>	<b>\$ 18,762,897</b>	<b>\$ 21,571,267</b>
<b>Net Position</b>						
Net Investment in Capital Assets	\$ 14,474,261	\$ 7,097,294	\$ 27,620,668	\$ 26,740,328	\$ 42,094,929	\$ 33,837,622
Restricted	8,736,673	16,404,256	-	-	8,736,673	16,404,256
Unrestricted	4,428,185	3,823,980	1,407,939	759,934	5,836,124	4,583,914
<b>Total Net Position</b>	<b>\$ 27,639,119</b>	<b>\$ 27,325,530</b>	<b>\$ 29,028,607</b>	<b>\$ 27,500,262</b>	<b>\$ 56,667,726</b>	<b>\$ 54,825,792</b>

**Governmental activities.** Governmental activities total revenues decreased by \$1,631,528 or 14 percent over 2014. Total expenses increased by \$319,614 over 2014. Governmental activities increased the City of Waite Park's net position by \$313,589 in 2015 compared to a \$3,181,427 increase in 2014. Elements of the increase are presented in the following statement of changes in net position.

**Business-type activities.** Business-type activities total revenues increased by \$496,745 or 18 percent over 2014. Total expenses increased by \$139,436 or 5 percent over 2014. Business-type activities increased the City of Waite Park's net position by \$1,528,345 in 2015 compared to a \$2,269,412 increase in 2014. Elements of the changes are presented in the following statement of changes in net position.

**CITY OF WAITE PARK**  
**Stearns County, Minnesota**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**December 31, 2015**

**Changes in Net Position**

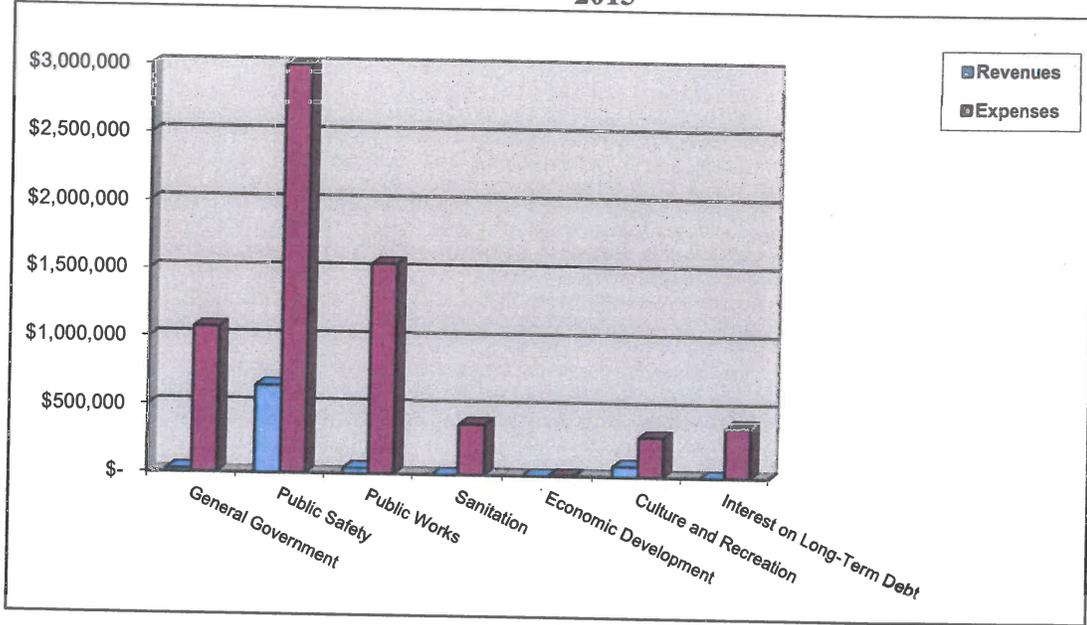
	Governmental Activities		Business-type Activities		Totals	
	2015	2014	2015	2014	2015	2014
<b>Revenues:</b>						
Program Revenues:						
Charges for Services	\$ 398,785	\$ 364,064	\$ 3,270,904	\$ 2,773,457	\$ 3,669,689	\$ 3,137,521
Operating Grants and Contributions	349,328	348,135	-	-	349,328	348,135
Capital Grants and Contributions	39,268	2,857,419	-	-	39,268	2,857,419
General Revenues:						
Property Taxes	7,771,943	6,894,540	-	-	7,771,943	6,894,540
Grants and Contributions not Restricted to Specific Programs	13,314	4,056	-	-	13,314	4,056
Unrestricted Investment Earnings	21,202	20,799	461	857	21,663	21,656
Local Sales Tax & Other	1,667,663	1,404,018	989	1,295	1,668,652	1,405,313
<b>Total Revenues</b>	<b>10,261,503</b>	<b>11,893,031</b>	<b>3,272,354</b>	<b>2,775,609</b>	<b>13,533,857</b>	<b>14,668,640</b>
<b>Expenses:</b>						
General Government	1,075,073	971,480	-	-	1,075,073	971,480
Public Safety	3,004,220	2,756,355	-	-	3,004,220	2,756,355
Public Works	1,546,916	1,472,401	-	-	1,546,916	1,472,401
Sanitation	375,826	326,298	-	-	375,826	326,298
Culture and Recreation	292,865	266,441	-	-	292,865	266,441
Economic Development	4,000	78,500	-	-	4,000	78,500
Interest on Long-Term Debt	377,625	485,436	-	-	377,625	485,436
Water	-	-	1,355,429	1,237,816	1,355,429	1,237,816
Sewer	-	-	1,614,524	1,591,964	1,614,524	1,591,964
Stormwater	-	-	30,373	31,110	30,373	31,110
<b>Total Expenses</b>	<b>6,676,525</b>	<b>6,356,911</b>	<b>3,000,326</b>	<b>2,860,890</b>	<b>9,676,851</b>	<b>9,217,801</b>
Increase in Net Position						
Before Capital Contributions	3,584,978	5,536,120	272,028	(85,281)	3,857,006	5,450,839
Capital Contributions	(1,364,776)	(2,354,693)	1,364,776	2,354,693	-	-
<b>Change in Net Position</b>	<b>2,220,202</b>	<b>3,181,427</b>	<b>1,636,804</b>	<b>2,269,412</b>	<b>3,857,006</b>	<b>5,450,839</b>
Net Position - Beginning	27,325,530	24,144,103	27,500,262	25,230,850	54,825,792	49,374,953
Prior Period Adjustment	(1,906,613)	-	(108,459)	-	(2,015,072)	-
Net Position - Beginning, as Restated	25,418,917	24,144,103	27,391,803	25,230,850	52,810,720	49,374,953
<b>Net Position - Ending</b>	<b>\$ 27,639,119</b>	<b>\$ 27,325,530</b>	<b>\$ 29,028,607</b>	<b>\$ 27,500,262</b>	<b>\$ 56,667,726</b>	<b>\$ 54,825,792</b>

**CITY OF WAITE PARK  
Stearns County, Minnesota**

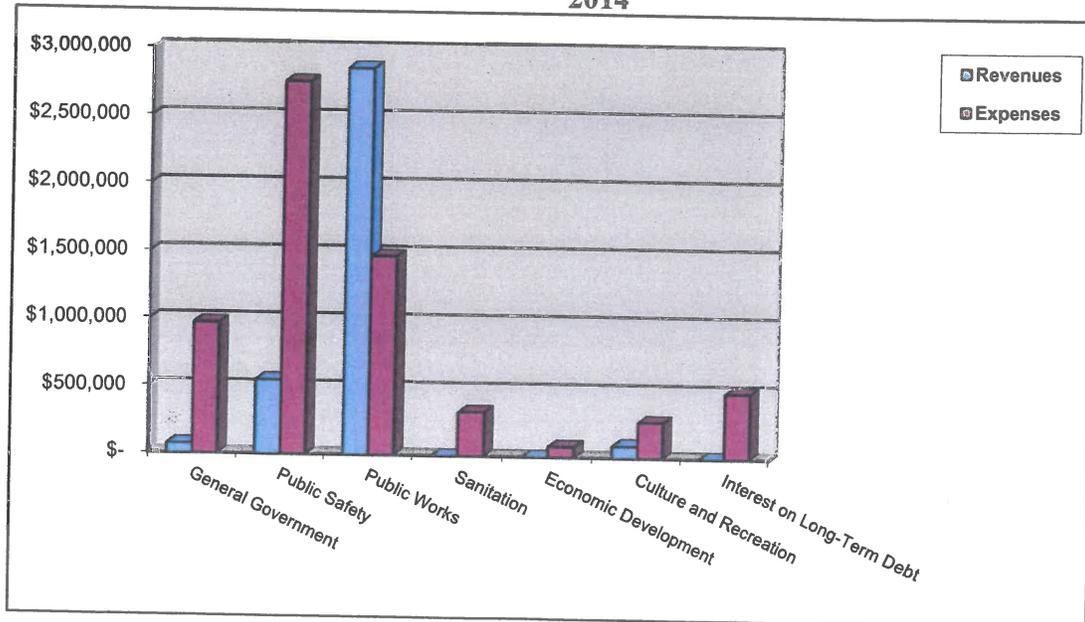
**MANAGEMENT'S DISCUSSION AND ANALYSIS  
December 31, 2015**

The following charts provide additional information on expenses and program revenues and revenues by sources for both the governmental and business-type activities for the last fiscal year.

**Expenses and Program Revenues – Governmental Activities  
2015**



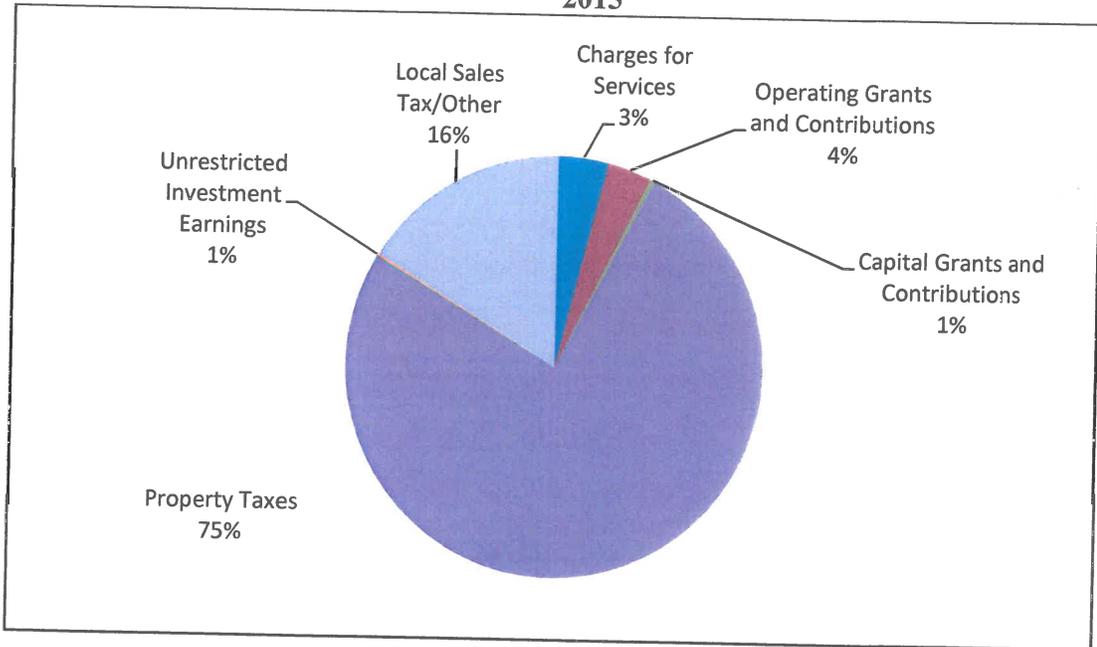
**2014**



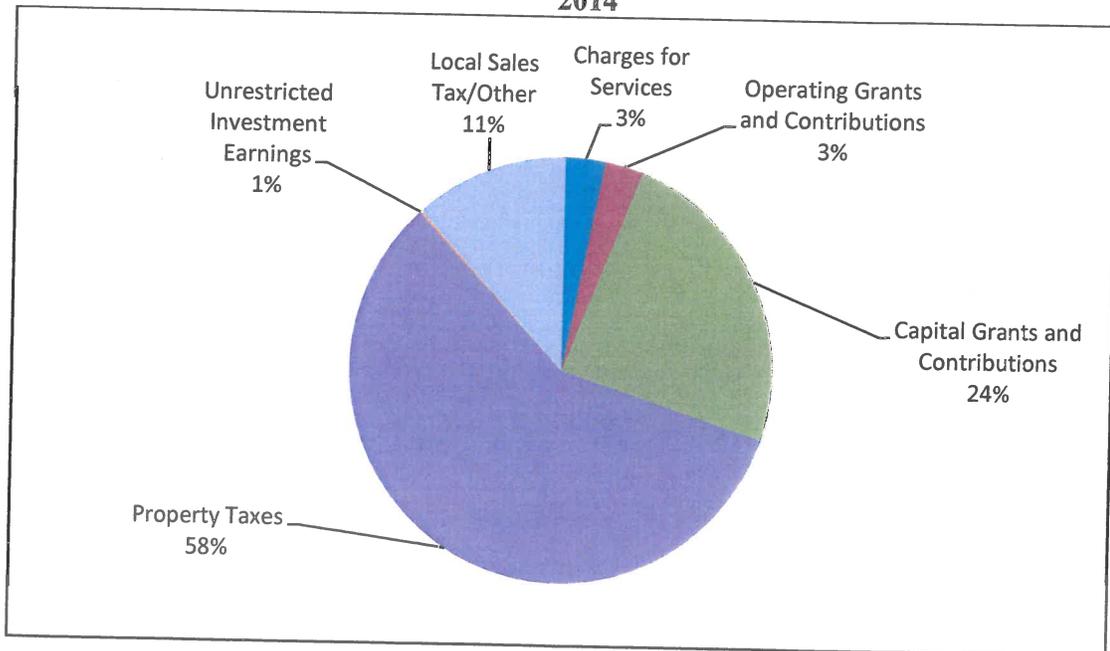
**CITY OF WAITE PARK**  
Stearns County, Minnesota

**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
December 31, 2015

**Revenues by Source - Governmental Activities**  
**2015**



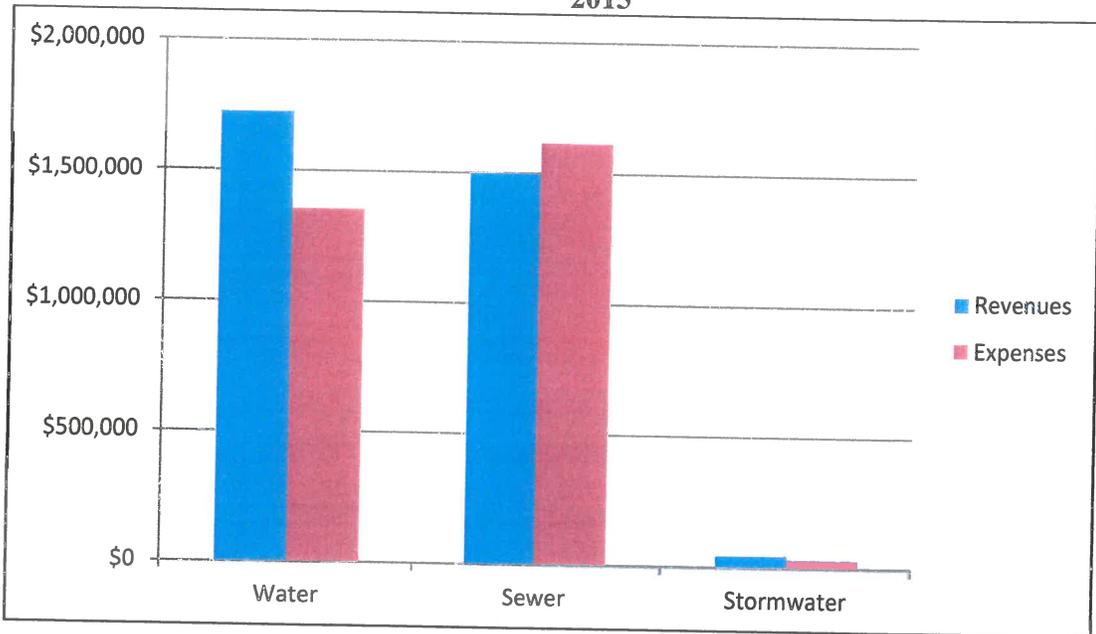
**2014**



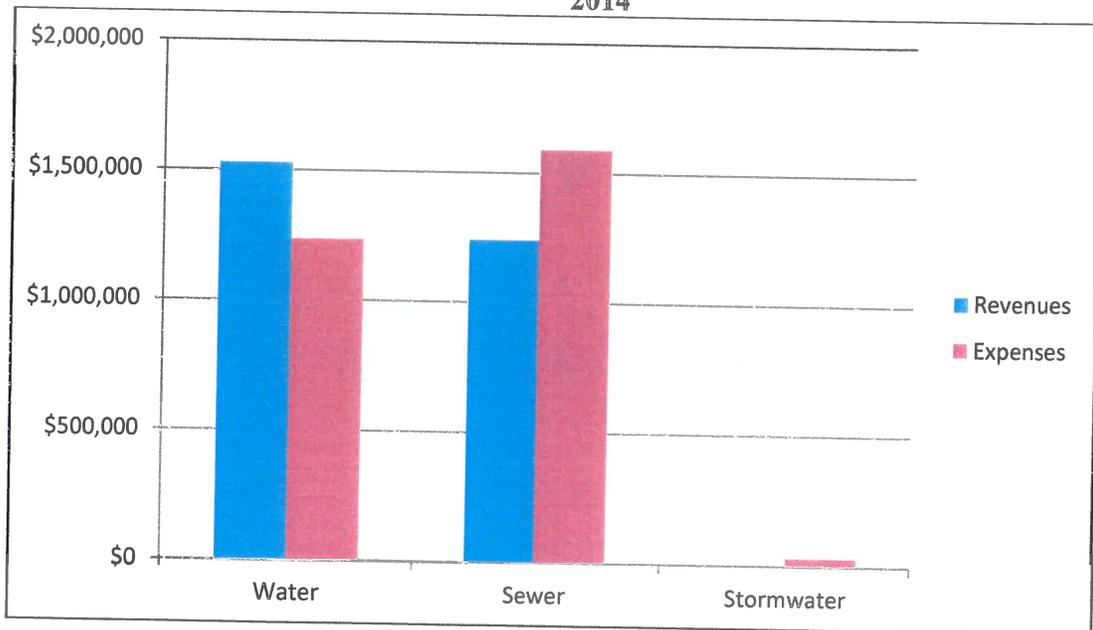
**CITY OF WAITE PARK  
Stearns County, Minnesota**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
December 31, 2015**

**Expenses and Program Revenues – Business-type Activities  
2015**



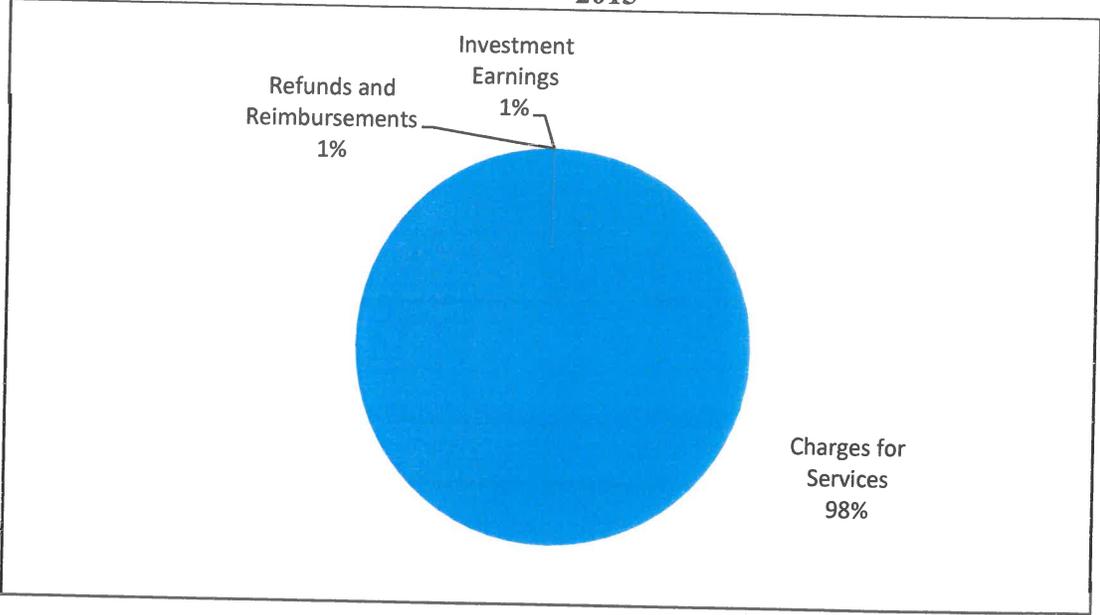
**2014**



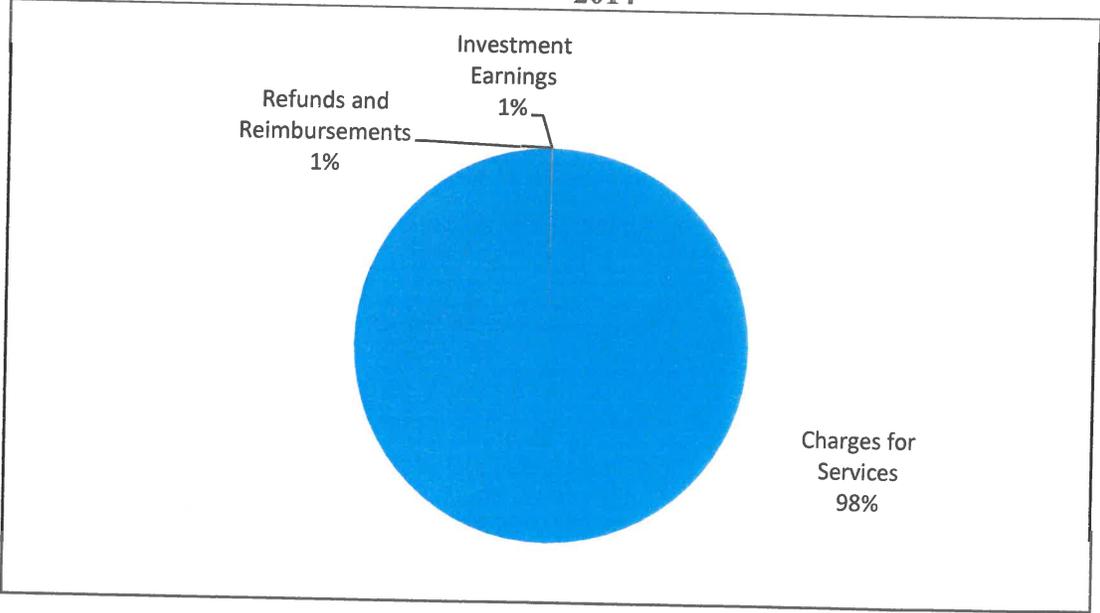
**CITY OF WAITE PARK  
Stearns County, Minnesota**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
December 31, 2015**

**Revenues by Source – Business-type Activities  
2015**



**2014**



**CITY OF WAITE PARK**  
**Stearns County, Minnesota**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**December 31, 2015**

**Financial Analysis of the Government's Funds**

**Governmental funds.** The focus of the City of Waite Park's governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing the City of Waite Park's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the City of Waite Park's governmental funds reported combined ending fund balances of \$13,967,137, a decrease of \$4,282,138 in comparison with the prior year.

**Proprietary funds.** The City of Waite Park's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

The unrestricted net position in the respective proprietary funds are water utility of \$329,938, sewer utility of \$1,065,599 and stormwater utility of \$12,402 for a total increase of \$648,005 in comparison with the prior year.

**Capital Assets and Debt Administration**

**Capital assets.** The City of Waite Park's investment in capital assets for its governmental and business-type activities as of December 31, 2015, amounts to \$54,397,836 (net of accumulated depreciation). This investment in capital assets includes land, buildings, improvements, machinery and equipment and construction in progress.

The City of Waite Park's infrastructure assets are being inventoried as part of a major GIS project. Therefore, these financial statements do not include major general infrastructure assets of the governmental activities.

**CITY OF WAITE PARK**  
Stearns County, Minnesota

**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
December 31, 2015

**Capital Assets (Net of Depreciation)**

	Governmental Activities		Business-type Activities		Total	
	2015	2014	2015	2014	2015	2014
Land	\$ 384,118	\$ 384,118	\$ 22,000	\$ 22,000	\$ 406,118	\$ 406,118
Easements	1,373,343	236,020	1,872,231	734,908	3,245,574	970,928
Buildings	1,758,097	1,328,927	-	-	1,758,097	1,328,927
Improvements Other Than Buildings	15,875,942	15,788,471	27,237,769	28,018,636	43,113,711	43,807,107
Machinery and Equipment	1,238,989	1,075,790	7,001	9,207	1,245,990	1,084,997
Construction in Progress	2,572,065	2,552,222	2,056,281	1,884,725	4,628,346	4,436,947
<b>Total</b>	<b>\$ 23,202,554</b>	<b>\$ 21,365,548</b>	<b>\$ 31,195,282</b>	<b>\$ 30,669,476</b>	<b>\$ 54,397,836</b>	<b>\$ 52,035,024</b>

**Long-term debt.** At the end of the current fiscal year, the City of Waite Park had total long-term debt outstanding of \$17,824,294. Of this amount \$10,363,094 was for general obligation debt, \$3,574,614 for water utility revenue bonds, \$2,416,922 for Net Pension Liability, \$1,172,592 for compensated absences, \$246,833 for post-employment benefits and \$50,239 for capital leases.

**Outstanding Debt (General Obligation Bonds,  
Revenue Bonds, General Obligation Loan, Net Pension Liability, Compensated  
Absences, Post-Employment Benefits and Capital Leases)**

	Governmental Activities		Business-type Activities		Totals	
	2015	2014	2015	2014	2015	2014
General Obligation Tax						
Increment Bonds	\$ 1,685,000	\$ 3,990,000	\$ -	\$ -	\$ 1,685,000	\$ 3,990,000
General Obligation Special						
Assessment Bonds	8,280,000	10,135,000	-	-	8,280,000	10,135,000
General Obligation PFA Loan	0	889,000	-	-	0	889,000
G.O. Certificates of Indebtedness	160,000	250,000	-	-	160,000	250,000
General Obligation Revenue Bonds	-	-	3,490,000	3,835,000	3,490,000	3,835,000
Net Pension Liability	2,304,819	0	112,103	-	2,416,922	0
Compensated Absences	961,990	898,463	210,602	215,324	1,172,592	1,113,787
OPEB Payable	217,213	194,772	29,620	24,073	246,833	218,845
Capital Leases	50,239	98,051	-	-	50,239	98,051
Unamortized Bond Discount	(26,788)	(33,334)	-	-	(26,788)	(33,334)
Unamortized Bond Premium	264,882	309,535	84,614	94,148	349,496	403,683
<b>Total</b>	<b>\$ 13,897,355</b>	<b>\$ 16,731,487</b>	<b>\$ 3,926,939</b>	<b>\$ 4,168,545</b>	<b>\$ 17,824,294</b>	<b>\$ 20,900,032</b>

**CITY OF WAITE PARK  
Stearns County, Minnesota**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
December 31, 2015**

The City of Waite Park maintains an AA rating from Standard and Poor's.

Additional information on the City of Waite Park's long-term debt can be found on pages 79-83 of this report.

**Economic Factors and Next Year's Budgets and Rates**

- The City of Waite Park expects modest growth in residential construction and moderate growth in commercial and industrial construction.
- The City of Waite Park's tax capacity increased by \$198,044 for payable year 2016 as compared to a \$131,616 increase in payable year 2015.
- The unemployment rate in central Minnesota (3.7%) is expected to remain at the state (3.7%) and below the national (5.0%) averages in 2016.
- The City's share of 2015 local sales tax collections was \$1,207,492, an increase of \$12,183 from 2014.

These factors were taken into consideration in the preparation of the 2016 budget.

**Requests for Information**

The financial report is designed to provide a general overview of the City of Waite Park's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Office of the Finance Director, 19 13<sup>th</sup> Avenue North, Waite Park, MN 56387.

**BASIC FINANCIAL STATEMENTS**

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## CITY OF WAITE PARK, MINNESOTA

STATEMENT OF NET POSITION  
DECEMBER 31, 2015

	Governmental Activities	Business-Type Activities	Total
<b>ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>			
Cash and Investments	\$ 13,726,671	\$ 1,372,387	\$ 15,099,058
Receivables			
Accounts	83,256	506	83,762
Utilities		734,099	734,099
Interest	2,801		2,801
Delinquent Taxes	80,414		80,414
Special Assessments Receivable			
Delinquent	40,131		40,131
Deferred	3,934,109		3,934,109
Due from Other Governments	343,940		343,940
Internal Balances	198,947	(198,947)	
Capital Assets			
Assets Not Being Depreciated	4,329,526	3,950,512	8,280,038
Other Capital Assets, Net of Depreciation	18,873,028	27,244,770	46,117,798
Net Pension Asset	191,290		191,290
Total Assets	<u>41,804,113</u>	<u>33,103,327</u>	<u>74,907,440</u>
Deferred Outflows of Resources			
Related to Pensions	<u>507,735</u>	<u>15,448</u>	<u>523,183</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 42,311,848</u>	<u>\$ 33,118,775</u>	<u>\$ 75,430,623</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable	\$ 301,157	\$ 132,156	\$ 433,313
Salaries and Benefits Payable	87,321	12,863	100,184
Interest Payable	16,763	4,015	20,778
<b>Noncurrent Liabilities</b>			
Due Within One Year	2,045,297	419,534	2,464,831
Due in More Than One Year	11,852,058	3,507,405	15,359,463
Total Liabilities	<u>14,302,596</u>	<u>4,075,973</u>	<u>18,378,569</u>
Deferred Inflows of Resources			
Related to Pensions	370,133	14,195	384,328
<b>Net Position</b>			
Net Investment in Capital Assets	14,474,261	27,620,668	42,094,929
Restricted for			
Debt Service	5,682,419		5,682,419
Tax Increment	3,054,254		3,054,254
Unrestricted	4,428,185	1,407,939	5,836,124
Total Net Position	<u>27,639,119</u>	<u>29,028,607</u>	<u>56,667,726</u>
Total Liabilities, Deferred Inflows of Resources and Net Position	<u>\$ 42,311,848</u>	<u>\$ 33,118,775</u>	<u>\$ 75,430,623</u>

See Accompanying Notes to the Financial Statements

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF ACTIVITIES  
YEAR ENDED DECEMBER 31, 2015

	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Fees, Fines, and Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total
<b>GOVERNMENTAL ACTIVITIES</b>							
General Government	\$ 1,075,073	\$ 23,396	\$ 1,500	\$	\$ (1,050,177)	\$	\$ (1,050,177)
Public Safety	3,004,220	375,389	270,319		(2,358,512)		(2,358,512)
Public Works	1,546,916				(1,507,648)		(1,507,648)
Sanitation	375,826			39,268	(375,826)		(375,826)
Culture and Recreation	292,865		77,509		(215,356)		(215,356)
Economic Development	4,000				(4,000)		(4,000)
Interest on Long-Term Debt	377,625				(377,625)		(377,625)
Total Governmental Activities	6,676,525	398,785	349,328	39,268	(5,889,144)	0	(5,889,144)
<b>BUSINESS-TYPE ACTIVITIES</b>							
Water	1,355,429	1,723,899				368,470	368,470
Sewer	1,614,524	1,500,085				(114,439)	(114,439)
Stormwater	30,373	46,920				16,547	16,547
Total Business-Type Activities	3,000,326	3,270,904	0	0	0	270,578	270,578
Total	\$ 9,676,851	\$ 3,669,689	\$ 349,328	\$ 39,268	(5,889,144)	270,578	(5,618,566)
<b>GENERAL REVENUES</b>							
Taxes							
Property					7,771,943		7,771,943
Gravel					112,805		112,805
Franchise					101,339		101,339
Local Sales Tax					1,207,492		1,207,492
Special Assessments					164,640		164,640
Grants and Contributions Not Restricted to Specific Programs					13,314		13,314
Refunds and Reimbursements					90,159	989	91,148
Unrestricted Investment Earnings					21,202	461	21,663
Other					2,609		2,609
Gain (Loss) on Sale of Assets					(11,381)		(11,381)
CAPITAL CONTRIBUTIONS					(1,364,776)	1,364,776	
Total General Revenues and Capital Contributions					8,109,346	1,366,226	9,475,572
Change in Net Position					2,220,202	1,636,804	3,857,006
<b>NET POSITION, BEGINNING OF YEAR, AS ORIGINALLY STATED</b>							
					27,325,530	27,500,262	54,825,792
<b>PRIOR PERIOD ADJUSTMENT</b>							
					(1,906,613)	(108,459)	(2,015,072)
<b>NET POSITION, BEGINNING OF YEAR, AS RESTATED</b>							
					25,418,917	27,391,803	52,810,720
<b>NET POSITION, END OF YEAR</b>							
	\$	\$	\$	\$	27,639,119	29,028,607	56,667,726

See Accompanying Notes to the Financial Statements

CITY OF WAITE PARK, MINNESOTA

BALANCE SHEET  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2015

	General (101)	Tax Increment District No. 2 (902)	Local Sales Tax (821)	\$1,685,000 G.O. Tax Increment Crossover Refunding Bonds of 2014A (917)	\$6,885,000 G.O. Improvement Crossover Refunding Bonds of 2010A (320)	\$4,720,000 G.O. Improvement Bonds of 2013 (324)	17th Ave South (442)	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>									
Cash and Investments	\$ 5,566,625	\$ 3,042,177	\$ 2,470,691	\$	\$ 736,000	\$ 393,615	\$	\$ 1,986,138	\$ 14,195,246
Receivables									
Accounts	32,441								
Interest	1,484			1,317				50,815	83,256
Delinquent Taxes	69,593				441	3,772		6,608	2,801
Special Assessments Receivable									80,414
Delinquent									
Deferred	554,974				30,123			10,008	40,131
Due from Other Governments	74,950	12,077	248,228		1,341,302	1,048,527		989,306	3,934,109
Due from Other Funds	200,000				1,658	1,878		10,783	349,574
<b>Total Assets</b>	<b>\$ 6,500,067</b>	<b>\$ 3,054,254</b>	<b>\$ 2,718,919</b>	<b>\$ 1,317</b>	<b>\$ 2,109,524</b>	<b>\$ 1,447,792</b>	<b>\$ 0</b>	<b>\$ 3,053,658</b>	<b>\$ 18,885,531</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE</b>									
<b>Liabilities</b>									
Cash Drawn in Excess of Funds	\$	\$	\$	\$	\$	\$	\$	\$	\$
Accounts Payable	176,774			448	448	448	468,575	4,847	468,575
Salaries and Benefits Payable	87,321						118,192		301,157
Due to Other Governments	5,634								87,321
Due to Other Funds	1,053								5,634
<b>Total Liabilities</b>	<b>270,782</b>	<b>0</b>	<b>0</b>	<b>448</b>	<b>448</b>	<b>448</b>	<b>586,767</b>	<b>4,847</b>	<b>863,740</b>
<b>Deferred Inflows of Resources</b>									
Unavailable Revenue									
Delinquent Taxes	69,593								
Special Assessments	554,974				441	3,772		6,608	80,414
<b>Total Deferred Inflows of Resources</b>	<b>624,567</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,371,425</b>	<b>1,048,527</b>	<b>0</b>	<b>999,314</b>	<b>3,974,240</b>
<b>Fund Balance</b>									
Restricted									
Tax Increment		3,054,254							
Loan Program									3,054,254
Debt Service								1,999	1,999
Assigned				869	737,210	395,045		1,135,971	2,269,095
Capital Outlay	1,962,829								
Park Land Development								26,334	1,989,163
Regional Capital Improvement Projects			2,718,919					286,884	286,884
Fund Operations								543,368	3,262,287
Unassigned	3,641,889							48,333	48,333
<b>Total Fund Balance</b>	<b>5,604,718</b>	<b>3,054,254</b>	<b>2,718,919</b>	<b>869</b>	<b>737,210</b>	<b>395,045</b>	<b>(586,767)</b>	<b>2,042,889</b>	<b>13,967,137</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<b>\$ 6,500,067</b>	<b>\$ 3,054,254</b>	<b>\$ 2,718,919</b>	<b>\$ 1,317</b>	<b>\$ 2,109,524</b>	<b>\$ 1,447,792</b>	<b>\$ 0</b>	<b>\$ 3,053,658</b>	<b>\$ 18,885,531</b>

See Accompanying Notes to the Financial Statements

CITY OF WAITE PARK, MINNESOTA

RECONCILIATION OF THE GOVERNMENTAL FUNDS  
BALANCE SHEET TO THE STATEMENT OF NET POSITION  
DECEMBER 31, 2015

2015

Total Fund Balances - Governmental Funds	\$ 13,967,137
<p>Amounts reported for governmental activities in the Statement of Net Position are different because:</p>	
<p>Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in the governmental funds.</p>	
Capital Assets	32,205,914
Less: Accumulated Depreciation	(9,003,360)
Net Pension Asset	191,290
<p>Certain receivables will be collected in subsequent years, but are not available soon enough to pay for the current period's expenditures and, therefore, are deferred in the funds.</p>	
Delinquent Taxes	80,414
Special Assessments	
Delinquent	40,131
Deferred	3,934,109
<p>Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the funds.</p>	
Deferred Outflows of Resources Related to Pensions	507,735
Deferred Inflows of Resources Related to Pensions	(370,133)
<p>Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported as liabilities in the funds.</p>	
Bonds Payable	(9,965,000)
G.O. Certificate of Indebtedness Payable	(160,000)
Capital Leases Payable	(50,239)
Bond Discount	26,788
Bond Premium	(264,882)
Net Pension Liability	(2,304,819)
Compensated Absences Payable	(961,990)
Other Postemployment Benefits Payable	(217,213)
Interest Payable	(16,763)
Total Net Position - Governmental Activities	<u>\$ 27,639,119</u>

See Accompanying Notes to the Financial Statements

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
YEAR ENDED DECEMBER 31, 2015

	General (101)	Tax Increment District No. 2 (902)	Local Sales Tax (821)	\$2,100,000 PFA Loan of 2001 (909)	\$1,685,000 G.O. Tax Increment Crossover Refunding Bonds of 2014A (917)	\$6,885,000 G.O. Improvement Crossover Refunding Bonds of 2010A (320)	\$4,720,000 G.O. Improvement Bonds of 2013 (324)	17th Ave South (442)	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES</b>										
Taxes										
Tax Increments	\$ 5,851,021	\$	\$	\$	\$	\$ 26,704	\$ 353,127	\$	\$ 466,099	\$ 6,696,951
Sales Tax		1,275,209								1,275,209
Special Assessments			1,207,492							1,207,492
Licenses and Permits	74,032					267,546	150,081		191,269	608,896
Intergovernmental	282,132									74,032
Charges for Services	224,945									282,132
Fines and Forfeitures	79,533									224,945
Miscellaneous									20,275	99,808
Investment Income	11,415	1,161	1,575							21,202
Contributions and Donations	30,298				3,616	408	2,368		659	109,789
Refunds and Reimbursements	90,159								79,491	90,159
Other	2,609									2,609
<b>Total Revenues</b>	<b>6,646,144</b>	<b>1,276,370</b>	<b>1,209,067</b>	<b>0</b>	<b>3,616</b>	<b>294,658</b>	<b>505,576</b>	<b>0</b>	<b>757,793</b>	<b>10,693,224</b>
<b>EXPENDITURES</b>										
Current										
General Government	1,002,980									1,002,980
Public Safety	2,703,961									2,725,211
Public Works	1,073,831								21,250	1,073,831
Sanitation	375,495									375,495
Culture and Recreation	253,775									278,475
Economic Development		4,000							24,700	4,000
Debt Service										
Principal	47,812									889,000
Interest and Other Charges	4,979			889,000	1,615,000	830,000	370,000		1,435,000	28,359
Capital Outlay				28,359	48,392	139,184	113,048		107,796	48,392
General Government	486,336									486,336
Public Safety	188,161									188,161
Public Works	470,923									470,923
Culture and Recreation	35,887							2,331,767	274,215	35,887
Economic Development										274,215
<b>Total Expenditures</b>	<b>6,644,140</b>	<b>4,000</b>	<b>0</b>	<b>917,359</b>	<b>1,663,392</b>	<b>969,184</b>	<b>483,048</b>	<b>2,331,767</b>	<b>102,179</b>	<b>102,179</b>
Excess (Deficiency) of Revenues Over (Under) Expenditures	2,004	1,272,370	1,209,067	(917,359)	(1,659,776)	(674,526)	22,528	(2,331,767)	(1,207,347)	(4,284,806)
<b>OTHER FINANCING SOURCES (USES)</b>										
Proceeds from Sale of Capital Assets	2,668									2,668
Transfers In				917,522	134	678,000		1,745,000	5,339,268	8,679,924
Transfers Out	(17,396)	(1,489,691)	(2,423,000)							(4,749,837)
<b>Total Other Financing Sources (Uses)</b>	<b>(14,728)</b>	<b>(1,489,691)</b>	<b>(2,423,000)</b>	<b>917,522</b>	<b>134</b>	<b>678,000</b>	<b>(4,749,837)</b>	<b>1,745,000</b>	<b>5,339,268</b>	<b>(8,679,924)</b>
<b>Net Change in Fund Balances</b>	<b>(12,724)</b>	<b>(217,321)</b>	<b>(1,213,933)</b>	<b>163</b>	<b>(1,659,642)</b>	<b>3,474</b>	<b>(4,727,309)</b>	<b>(586,767)</b>	<b>4,131,921</b>	<b>(4,282,138)</b>
<b>FUND BALANCE, BEGINNING OF YEAR</b>	<b>5,617,442</b>	<b>3,271,575</b>	<b>3,932,852</b>	<b>(163)</b>	<b>1,660,511</b>	<b>733,736</b>	<b>5,122,354</b>	<b>0</b>	<b>(2,089,032)</b>	<b>18,249,275</b>
<b>FUND BALANCE, END OF YEAR</b>	<b>\$ 5,604,718</b>	<b>\$ 3,054,254</b>	<b>\$ 2,718,919</b>	<b>\$ 0</b>	<b>\$ 869</b>	<b>\$ 737,210</b>	<b>\$ 395,045</b>	<b>\$ (586,767)</b>	<b>\$ 2,042,889</b>	<b>\$ 13,967,137</b>

See Accompanying Notes to the Financial Statements

CITY OF WAITE PARK, MINNESOTA

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES  
YEAR ENDED DECEMBER 31, 2015

	<u>2015</u>
Total Net Change in Fund Balances - Governmental Funds	\$ (4,282,138)
Amounts reported for governmental activities in the Statement of Activities are different because:	
Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over the estimated useful lives as depreciation expense.	
Capital Outlays	2,518,929
Depreciation Expense	(667,874)
Loss on Disposal of Assets	(14,049)
Certain receivables will be collected in subsequent years, but are not available soon enough to pay for the current period's expenditures and, therefore, are deferred in the funds.	
Delinquent Taxes	13,927
Special Assessments	
Delinquent	7,878
Deferred	(452,134)
Postemployment benefits payable in the Statement of Activities differs from the amount reported in the governmental funds because this benefit is recognized as an expenditure in the funds when due. In the Statement of Activities, postemployment benefits payable is recognized when accrued.	
Compensated Absences	(63,527)
Other Postemployment Benefits Payable	(22,441)
In the Statement of Activities, pension expenses are measured by the amounts earned during the year. In governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually paid).	
	(69,314)
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on the net position. In the current period these amounts are:	
Amortization of Bond Discount	(6,546)
Amortization of Bond Premium	44,653
Principal Retirement of Long-Term Debt	5,139,000
Change in Accrued Interest Payable	26,026
Capital lease principal payments are recognized as expenditures in the governmental funds but as an increase in the net position in the Statement of Activities.	
	<u>47,812</u>
Change in Net Position - Governmental Activities	<u>\$ 2,220,202</u>

See Accompanying Notes to the Financial Statements

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 BUDGET AND ACTUAL  
 GENERAL FUND  
 YEAR ENDED DECEMBER 31, 2015

	Budgeted Amounts		Actual	Over (Under) Final Budget
	Original	Final		
<b>REVENUES</b>				
Taxes	\$ 5,336,472	\$ 5,336,472	\$ 5,851,021	\$ 514,549
Licenses and Permits	62,950	62,950	74,032	11,082
Intergovernmental	140,209	140,209	282,132	141,923
Charges for Services	155,700	155,700	224,945	69,245
Fines and Forfeitures	90,100	90,100	79,533	(10,567)
Miscellaneous				
Investment Income	15,000	15,000	11,415	(3,585)
Contributions and Donations	2,700	2,700	30,298	27,598
Refunds and Reimbursements	83,400	83,400	90,159	6,759
Other	800	800	2,609	1,809
Total Revenues	<u>5,887,331</u>	<u>5,887,331</u>	<u>6,646,144</u>	<u>758,813</u>
<b>EXPENDITURES</b>				
<b>Current</b>				
General Government	1,072,600	1,072,600	1,002,980	(69,620)
Public Safety	2,957,315	2,957,315	2,703,961	(253,354)
Public Works	1,262,425	1,262,425	1,073,831	(188,594)
Sanitation	383,600	383,600	375,495	(8,105)
Culture and Recreation	273,150	273,150	253,775	(19,375)
<b>Debt Service</b>				
Principal	47,812	47,812	47,812	
Interest and Other Charges	4,979	4,979	4,979	
<b>Capital Outlay</b>				
General Government	36,000	36,000	486,336	450,336
Public Safety	219,450	219,450	188,161	(31,289)
Public Works	196,500	196,500	470,923	274,423
Culture and Recreation			35,887	35,887
Total Expenditures	<u>6,453,831</u>	<u>6,453,831</u>	<u>6,644,140</u>	<u>190,309</u>
Excess (Deficiency) of Revenues				
Over (Under) Expenditures	(566,500)	(566,500)	2,004	568,504

See Accompanying Notes to the Financial Statements

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 BUDGET AND ACTUAL  
 GENERAL FUND  
 YEAR ENDED DECEMBER 31, 2015

	Budgeted Amounts		Actual	Over (Under) Final Budget
	Original	Final		
OTHER FINANCING SOURCES (USES)				
Proceeds from Sale of Capital Assets	\$ 1,500	\$ 1,500	\$ 2,668	\$ 1,168
Transfers Out			(17,396)	(17,396)
Total Other Financing Sources (Uses)	<u>1,500</u>	<u>1,500</u>	<u>(14,728)</u>	<u>(16,228)</u>
Net Change in Fund Balances	<u>\$ (565,000)</u>	<u>\$ (565,000)</u>	(12,724)	<u>\$ 552,276</u>
FUND BALANCE, BEGINNING OF YEAR			<u>5,617,442</u>	
FUND BALANCE, END OF YEAR			<u>\$ 5,604,718</u>	

See Accompanying Notes to the Financial Statements

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 BUDGET AND ACTUAL  
 TAX INCREMENT DISTRICT NO. 2 SPECIAL REVENUE FUND  
 YEAR ENDED DECEMBER 31, 2015

	Budgeted Amounts		Actual	Over (Under) Final Budget
	Original	Final		
<b>REVENUES</b>				
Tax Increments	\$ 1,348,000	\$ 1,348,000	\$ 1,275,209	\$ (72,791)
Miscellaneous				
Investment Income	2,000	2,000	1,161	(839)
Total Revenues	<u>1,350,000</u>	<u>1,350,000</u>	<u>1,276,370</u>	<u>(73,630)</u>
<b>EXPENDITURES</b>				
Current				
Economic Development			4,000	4,000
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers Out	<u>(1,350,000)</u>	<u>(1,350,000)</u>	<u>(1,489,691)</u>	<u>139,691</u>
Net Change in Fund Balances	<u>\$ 0</u>	<u>\$ 0</u>	<u>(217,321)</u>	<u>\$ (217,321)</u>
FUND BALANCE, BEGINNING OF YEAR			<u>3,271,575</u>	
FUND BALANCE, END OF YEAR			<u>\$ 3,054,254</u>	

See Accompanying Notes to the Financial Statements

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 BUDGET AND ACTUAL  
 LOCAL SALES TAX SPECIAL REVENUE FUND  
 YEAR ENDED DECEMBER 31, 2015

	Budgeted Amounts		Actual	Over (Under) Final Budget
	Original	Final		
REVENUES				
Sales Tax	\$ 1,297,500	\$ 1,297,500	\$ 1,207,492	\$ (90,008)
Miscellaneous				
Investment Income	2,500	2,500	1,575	(925)
Total Revenues	<u>1,300,000</u>	<u>1,300,000</u>	<u>1,209,067</u>	<u>(90,933)</u>
OTHER FINANCING SOURCES (USES)				
Transfers Out	<u>(1,200,000)</u>	<u>(1,200,000)</u>	<u>(2,423,000)</u>	<u>1,223,000</u>
Net Change in Fund Balances	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>(1,213,933)</u>	<u>\$ (1,313,933)</u>
FUND BALANCE, BEGINNING OF YEAR			<u>3,932,852</u>	
FUND BALANCE, END OF YEAR			<u>\$ 2,718,919</u>	

See Accompanying Notes to the Financial Statements

## CITY OF WAITE PARK, MINNESOTA

STATEMENT OF NET POSITION  
PROPRIETARY FUNDS  
DECEMBER 31, 2015

	Business-Type Activities - Enterprise Funds			
	Water (703)	Sewer (709)	Stormwater (715)	Total
<b>ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>				
<b>Assets</b>				
Current Assets				
Cash and Investments	\$ 442,656	\$ 924,377	\$ 5,354	\$ 1,372,387
Receivables				
Accounts	506			506
Utilities	350,247	372,568	11,284	734,099
Due from Other Funds	504	549		1,053
Total Current Assets	<u>793,913</u>	<u>1,297,494</u>	<u>16,638</u>	<u>2,108,045</u>
Noncurrent Assets				
Capital Assets				
Assets Not Being Depreciated	1,952,717	1,997,795		3,950,512
Other Capital Assets, Net of Depreciation	13,999,739	13,245,031		27,244,770
Total Noncurrent Assets	<u>15,952,456</u>	<u>15,242,826</u>	<u>0</u>	<u>31,195,282</u>
Total Assets	<u>16,746,369</u>	<u>16,540,320</u>	<u>16,638</u>	<u>33,303,327</u>
Deferred Outflows of Resources				
Related to Pensions	11,706	3,153	589	15,448
Total Assets and Deferred Outflows of Resources	<u>\$ 16,758,075</u>	<u>\$ 16,543,473</u>	<u>\$ 17,227</u>	<u>\$ 33,318,775</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION</b>				
<b>Liabilities</b>				
Current Liabilities				
Accounts Payable	\$ 8,326	\$ 123,822	\$ 8	\$ 132,156
Salaries and Benefits Payable	10,439	2,424		12,863
Due to Other Funds	200,000			200,000
Interest Payable	4,015			4,015
Compensated Absences Due Within One Year	35,000	20,000		55,000
Bonds Payable Due Within One Year	364,534			364,534
Total Current Liabilities	<u>622,314</u>	<u>146,246</u>	<u>8</u>	<u>768,568</u>
Noncurrent Liabilities				
Net Pension Liability	84,944	22,883	4,276	112,103
Compensated Absences, Net of Current Amount	99,986	55,616		155,602
Other Postemployment Benefits Payable	22,215	7,405		29,620
Bonds Payable, Net of Current Amount	3,210,080			3,210,080
Total Noncurrent Liabilities	<u>3,417,225</u>	<u>85,904</u>	<u>4,276</u>	<u>3,507,405</u>
Total Liabilities	<u>4,039,539</u>	<u>232,150</u>	<u>4,284</u>	<u>4,275,973</u>
Deferred Inflows of Resources				
Related to Pensions	10,756	2,898	541	14,195
<b>Net Position</b>				
Net Investment in Capital Assets	12,377,842	15,242,826		27,620,668
Unrestricted	329,938	1,065,599	12,402	1,407,939
Total Net Position	<u>12,707,780</u>	<u>16,308,425</u>	<u>12,402</u>	<u>29,028,607</u>
Total Liabilities, Deferred Inflows of Resources and Net Position	<u>\$ 16,758,075</u>	<u>\$ 16,543,473</u>	<u>\$ 17,227</u>	<u>\$ 33,318,775</u>

See Accompanying Notes to the Financial Statements

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
 PROPRIETARY FUNDS  
 YEAR ENDED DECEMBER 31, 2015

	Business-Type Activities - Enterprise Funds			
	Water (703)	Sewer (709)	Stormwater (715)	Total
<b>OPERATING REVENUES</b>				
Charges for Services	\$ 1,675,346	\$ 1,463,085	\$ 46,920	\$ 3,185,351
Service Availability Charge	37,000	37,000		74,000
Total Operating Revenues	<u>1,712,346</u>	<u>1,500,085</u>	<u>46,920</u>	<u>3,259,351</u>
<b>OPERATING EXPENSES</b>				
Wages and Salaries	382,939	124,834	19,564	527,337
Supplies	17,765	5,719	724	24,208
Repairs and Maintenance	218,662	34,327	5,877	258,866
Utilities	156,934	3,840		160,774
Contractual Services	6,585	972,440	221	979,246
Depreciation	388,005	450,966		838,971
Professional Services	4,133	3,685		7,818
Miscellaneous	87,627	18,713	3,987	110,327
Total Operating Expenses	<u>1,262,650</u>	<u>1,614,524</u>	<u>30,373</u>	<u>2,907,547</u>
Operating Income (Loss)	<u>449,696</u>	<u>(114,439)</u>	<u>16,547</u>	<u>351,804</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>				
Miscellaneous	11,553			11,553
Investment Income	165	296		461
Refunds and Reimbursements	989			989
Interest and Fiscal Agent Fees	(92,779)			(92,779)
Total Nonoperating Revenues (Expenses)	<u>(80,072)</u>	<u>296</u>	<u>0</u>	<u>(79,776)</u>
Income (Loss) Before Contributions	<u>369,624</u>	<u>(114,143)</u>	<u>16,547</u>	<u>272,028</u>
<b>CONTRIBUTIONS</b>				
Capital Contributions	682,388	682,388		1,364,776
Total Contributions	<u>682,388</u>	<u>682,388</u>	<u>0</u>	<u>1,364,776</u>
Change in Net Position	<u>1,052,012</u>	<u>568,245</u>	<u>16,547</u>	<u>1,636,804</u>
<b>NET POSITION, BEGINNING OF YEAR, AS ORIGINALLY STATED</b>				
	11,737,951	15,762,319	(8)	27,500,262
<b>PRIOR PERIOD ADJUSTMENT</b>				
	<u>(82,183)</u>	<u>(22,139)</u>	<u>(4,137)</u>	<u>(108,459)</u>
<b>NET POSITION, BEGINNING OF YEAR, AS RESTATED</b>				
	<u>11,655,768</u>	<u>15,740,180</u>	<u>(4,145)</u>	<u>27,391,803</u>
<b>NET POSITION, END OF YEAR</b>				
	<u>\$ 12,707,780</u>	<u>\$ 16,308,425</u>	<u>\$ 12,402</u>	<u>\$ 29,028,607</u>

See Accompanying Notes to the Financial Statements

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF CASH FLOWS  
 PROPRIETARY FUNDS  
 YEAR ENDED DECEMBER 31, 2015

	Business-Type Activities - Enterprise Funds			
	Water (703)	Sewer (709)	Stormwater (715)	Total
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Receipts from Customers and Users	\$ 1,682,819	\$ 1,434,714	\$ 35,636	\$ 3,153,169
Payments to Suppliers	(624,743)	(1,068,552)	(10,809)	(1,704,104)
Payments to Employees	(379,768)	(124,039)	(19,473)	(523,280)
Net Cash Provided (Used) by Operating Activities	678,308	242,123	5,354	925,785
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>				
Refunds and Reimbursements	989			989
Other Income	11,553			11,553
Net Cash Provided (Used) by Noncapital Financing Activities	12,542	0	0	12,542
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>				
Principal Paid on Debt	(354,534)			(354,534)
Interest Paid on Debt	(93,100)			(93,100)
Net Cash Provided (Used) by Capital and Related Financing Activities	(447,634)	0	0	(447,634)
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>				
Interest and Dividends Received	165	296		461
Net Increase (Decrease) in Cash and Cash Equivalents	243,381	242,419	5,354	491,154
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	<b>199,275</b>	<b>681,958</b>		<b>881,233</b>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<b>\$ 442,656</b>	<b>\$ 924,377</b>	<b>\$ 5,354</b>	<b>\$ 1,372,387</b>

See Accompanying Notes to the Financial Statements

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF CASH FLOWS  
 PROPRIETARY FUNDS  
 YEAR ENDED DECEMBER 31, 2015

	Business-Type Activities - Enterprise Funds			
	Water (703)	Sewer (709)	Stormwater (715)	Total
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Operating Income (Loss)	\$ 449,696	\$ (114,439)	\$ 16,547	\$ 351,804
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities				
Depreciation	388,005	450,966		838,971
Pension Related Adjustments	1,811	487	91	2,389
(Increase) Decrease in Assets				
Accounts Receivable	(240)	1,181		941
Utilities Receivable	(46,172)	(66,679)	(11,284)	(124,135)
Due from Other Funds	16,885	127		17,012
Increase (Decrease) in Liabilities				
Accounts Payable	(16,279)	(29,824)		(46,103)
Salaries and Benefits Payable	286	557		843
Due to Other Funds	(116,758)	(4)		(116,762)
Compensated Absences	(3,633)	(1,089)		(4,722)
Other Postemployment Benefits Payable	4,707	840		5,547
Net Cash Provided (Used) by Operating Activities	<u>\$ 678,308</u>	<u>\$ 242,123</u>	<u>\$ 5,354</u>	<u>\$ 925,785</u>
<b>NONCASH INVESTING, CAPITAL AND FINANCING ACTIVITIES</b>				
Capital Contributions	<u>\$ 682,388</u>	<u>\$ 682,388</u>	<u>\$ 0</u>	<u>\$ 1,364,776</u>

See Accompanying Notes to the Financial Statements

CITY OF WAITE PARK, MINNESOTA  
STATEMENT OF FIDUCIARY NET POSITION  
DECEMBER 31, 2015

	Agency Fund
<b>ASSETS</b>	
Cash and Investments	\$ 10,545
<b>LIABILITIES</b>	
Accounts Payable	\$ 2,790
Due to Employees	7,755
Total Liabilities	\$ 10,545

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION  
YEAR ENDED DECEMBER 31, 2015

	Private Purpose Trust Fund
<b>ADDITIONS</b>	
Investment Income	\$ 2
<b>DEDUCTIONS</b>	
Compensated Absences	5,875
Change in Net Position	(5,873)
NET POSITION, BEGINNING OF YEAR	5,873
NET POSITION, END OF YEAR	\$ 0

See Accompanying Notes to the Financial Statements

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CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. REPORTING ENTITY

The City of Waite Park is a statutory city governed by an elected mayor and four council members. The accompanying financial statements present the government entities for which the City is considered to be financially accountable.

The financial statements present the City and its component units. The City includes all funds, organizations, institutions, agencies, departments and offices that are not legally separate from such. Component units are legally separate entities for which the City is financially accountable, or for which the exclusion of the component unit would render the financial statements of the City misleading.

The criteria used to determine if the City is financially accountable for a component unit includes whether or not 1) the City appoints the voting majority of the potential component unit's governing body and is able to impose its will on the potential component unit or is in a relationship of financial benefit or burden with the potential component unit, or 2) the potential component unit is fiscally dependent on and there is a potential for the potential component unit to provide specific financial benefits to, or impose specific financial burdens on, the City.

As a result of applying the component unit definition criteria above, certain organizations have been defined and are presented in this report as follows:

Blended Component Unit - Reported as if they were part of the City.

Blended Component Unit

The Waite Park Economic Development Authority (EDA) is a legal entity separate from the City. Although legally separate, the Waite Park EDA is reported as if it were part of the primary government because its governing body is substantially the same as the governing body of the primary government. Separate financial statements are not prepared for the Waite Park EDA.

B. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the City. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Interest on general long-term debt is considered an indirect expense and is reported separately in the Statement of Activities. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues. Internally dedicated revenues are reported as general revenues rather than program revenues.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

B. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (Cont'd)

Separate financial statements are provided for governmental, proprietary and fiduciary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

The Private Purpose Trust and Agency Funds are presented in the fiduciary fund financial statements. Since, by definition, these assets are being held for the benefit of a third party (other local governments, private parties, etc.) and cannot be used to address activities or obligations of the City, these funds are not incorporated into the government-wide statements.

C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND FINANCIAL STATEMENT PRESENTATION

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days after the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, special assessments, intergovernmental revenue, charges for services, franchise taxes, licenses and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the City.

The City reports the following major governmental funds:

The General Fund is the City's primary operating fund. This accounts for all financial resources of the general City, except those required to be accounted for in another fund.

The Tax Increment District No. 2 Special Revenue Fund accounts for the activity of this Tax Increment District; financing is provided by tax increments and interest income.

The Local Sales Tax Special Revenue Fund accounts for the collection of the 1/2 of one percent local sales and use tax; financing is provided by sales and use tax and interest income.

The \$2,100,000 PFA Loan of 2001 Debt Service Fund is used to account for the accumulation of resources for, and the payment of the debt principal, interest, and related costs.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND FINANCIAL STATEMENT PRESENTATION  
(Cont'd)

The \$1,685,000 G.O. Tax Increment Refunding Bonds of 2014 Debt Service Fund is used to account for the accumulation of resources for, and the payment of the debt principal, interest, and related costs.

The \$6,885,000 G.O. Improvement Crossover Refunding Bonds of 2010A Debt Service Fund is used to account for the accumulation of resources for, and the payment of the debt principal, interest, and related costs.

The \$4,720,000 G.O. Improvement Bonds of 2013 Debt Service Fund is used to account for the accumulation of resources for, and the payment of the debt principal, interest, and related costs.

The 17th Ave South Capital Projects Fund is used to account for the costs incurred related to the 17th Ave Improvement Project.

The City reports the following major enterprise funds:

The Water Fund accounts for the operations of the City's water utility.

The Sewer Fund accounts for the operations of the City's sewer utility.

The Stormwater Fund accounts for the operations related to protecting and improving the quality of local water resources and to maintain compliance with requirements of the Federal Clean Water Act.

Additionally, the City reports the following fiduciary funds:

The Agency Fund is custodial in nature and does not present results of operations or have a measurement focus. This fund accounts for assets the City holds for others in an agent capacity.

The Private Purpose Trust Fund is used to account for resources received and held by the City in a trustee capacity to be used in making payments for employees' accumulated sick leave.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the City's utility functions and various other functions of the City. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

CITY OF WAITE PARK, MINNESOTA  
NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND FINANCIAL STATEMENT PRESENTATION  
(Cont'd)

It is generally the City's policy to use restricted resources first, then unrestricted resources as they are needed when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

D. DEPOSITS AND INVESTMENTS

The City's cash and cash equivalents are considered to be cash on hand, deposits and highly liquid debt instruments purchased with original maturities of three months or less from the date of acquisition.

The City may invest in the following types of investments as authorized by Minn. Stat. §§118A.04 and 118A.05:

- (1) securities which are direct obligations or are guaranteed or insured issues of the United States, its agencies, its instrumentalities, or organizations created by an act of Congress, except mortgage-backed securities defined as "high risk" by Minn. Stat. §118A.04, subd. 6;
- (2) mutual funds through shares of registered investment companies provided the mutual fund receives certain ratings depending on its investments;
- (3) general obligations of the State of Minnesota and its municipalities, and in certain state agency and local obligations of Minnesota and other states provided such obligations have certain specified bond ratings by a national bond rating service;
- (4) time deposits that are fully insured by the Federal Deposit Insurance Corporation or bankers acceptances of United States bank;
- (5) commercial paper issued by United States corporations or their Canadian subsidiaries that is rated in the highest quality category by at least two nationally recognized rating agencies and matures in 270 days or less; and
- (6) with certain restrictions, in repurchase agreements, securities lending agreements, joint powers investment trusts, and guaranteed investment contracts.

Cash and investments were comprised of deposits, brokered certificates of deposit and money market accounts, and the 4M Fund.

The City invests in an external investment pool, the Minnesota Municipal Money Market Fund (4M Fund), which is created under a joint powers agreement pursuant to Minn. Stat. §471.59. The 4M Fund is not registered with the Securities Exchange Commission (SEC), but does satisfy the requirements of Rule 2a-7 prescribed by the SEC pursuant to the Investment Company Act of 1940 (17 CFR §270.2a-7), as amended. The investment in the pool is measured at the net asset value per share provided by the pool.

The City has an investment policy in place that addresses interest rate risk, credit risk, concentration of credit risk and custodial credit risk as follows:

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

D. DEPOSITS AND INVESTMENTS (Cont'd)

**Custodial Credit Risk - Deposits:** For deposits, this is the risk that in the event of bank failure, the City's deposits may not be returned to it. The City minimizes custodial credit risk by obtaining collateral or bonds for all uninsured amounts on deposit and by obtaining necessary documentation to show compliance with state law and a perfected security interest under federal law.

**Interest Rate Risk:** This is the risk that market values of securities in a portfolio would decrease due to changes in market interest rates. The City minimizes interest rate risk by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations thereby avoiding the need to sell securities on the open market prior to maturity.

**Credit Risk:** Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. State law limits investments in commercial paper and corporate bonds to the top two ratings issued by nationally recognized statistical rating organizations. The City's investment policy states it will comply with Minnesota Statutes Chapter 118A.

**Concentration of Credit Risk:** This is the risk of loss attributed to the magnitude of an investment in a single issuer. Investments should be diversified to avoid incurring unreasonable risk inherent in over investing in specific instruments, individual financial institutions or maturities. The City's investment policy states the City will attempt to diversify their investments according to type and maturity.

**Custodial Credit Risk - Investments:** For an investment, this is the risk that in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City's investment policy states when investments purchased by the City are held in safekeeping by a broker/dealer, they must provide insurance through the Securities Investor Protection Corporation (SIPC).

E. RECEIVABLES AND PAYABLES

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the noncurrent portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

All trade and property tax receivables are shown at a gross amount since both are assessable to the property and are collectible upon the sale of the property.

The City levies its property tax for the subsequent year during the month of December. December 30th is the last day the City can certify a tax levy to the County Auditor for collection the following year. Such taxes become a lien on January 1 and are recorded as receivables by the City at that date. The property tax is recorded as revenue when it becomes measurable and available. Stearns County is the collecting agency for the levy and remits the collections to the City three times a year. The tax levy notice is mailed in March with the first half payment due on May 15 and the second half payment is due on October 15. Taxes not collected as of December 31 each year are shown as delinquent taxes receivable.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2015

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

E. RECEIVABLES AND PAYABLES (Cont'd)

The County Auditor prepares the tax list for all taxable property in the City, applying the applicable tax rate to the tax capacity of individual properties, to arrive at the actual tax for each property. The County Auditor also collects all special assessments, except for certain prepayments paid directly to the City.

The County Auditor submits the list of taxes and special assessments to be collected on each parcel of property to the County Treasurer in January of each year.

F. CAPITAL ASSETS

Capital assets, both tangible and intangible, which include property, plant, equipment and infrastructure assets (e.g., roads, sidewalks and similar items) and easements, are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Tangible and intangible capital assets are defined by the City as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years.

Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The City elected the additional four year implementation period to report major general infrastructure assets as permitted by GASB Statement No. 34. However, these financial statements do not include major general infrastructure assets of the governmental activities since implementation did not occur within the allowed period.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed. During the current period, the City did not have any capitalized interest.

Tangible and intangible assets of the City are depreciated using the straight-line, full month convention method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	5-30
Land Improvements	10-60
Vehicles	5-10
Machinery and Equipment	3-15
Infrastructure	10-50

Capital assets not being depreciated include land, easements and construction in progress, if any.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

G. DEFERRED OUTFLOWS OF RESOURCES

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. Deferred outflows of resources represents a consumption of net position that applies to a future reporting period. During that future period, it will be recognized as an outflow of resources (expense/expenditure). The City has one item that qualifies for reporting in this category on the government-wide Statement of Net Position which is related to pensions.

H. COMPENSATED ABSENCES

The liability for compensated absences reported in the financial statements consists of unpaid, accumulated vacation and sick leave balances. The liability has been calculated using the vesting method, in which leave amounts for both employees who currently are eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included. The liability for compensated absences is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements. Compensated absences are accrued when incurred in the government-wide and proprietary fund financial statements. The government-wide and proprietary funds Statement of Net Position reports both current and noncurrent portions of compensated absences using full accrual accounting. The current portion consists of an amount based on expected or known retirements coming in the next fiscal year. The noncurrent portion consists of the remaining amount of vacation and total vested sick leave.

Employees are granted vacation based on their years of service. Maximum vacation accumulation shall be equal to the number of hours earned in the preceding year plus hours earned to date in the current year.

Employees hired as of December 12, 1989, can accumulate up to 10 days of unused sick leave in the first year of employment and 15 days thereafter, not to exceed 150 days. Subsequent to having accumulated 150 days, they are reimbursed in the year the sick leave is earned, for half of the days accrued in excess of 150 days up to a maximum of 165 days. Nonunion employees hired after December 12, 1989, are not entitled to payment of sick leave upon retirement.

Unpaid sick and vacation pay earned, is estimated to be approximately \$961,990 in the governmental funds and \$210,602 in the enterprise funds. A Trust Fund has been set up to fund sick leave benefits. Assets of the Fund amounted to \$0 at December 31, 2015.

I. PENSIONS

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and the City of Waite Park's Fire Relief Association and additions to/deductions from PERA's and the City of Waite Park's Fire Relief Association's fiduciary net position have been determined on the same basis as they are reported by PERA and the City of Waite Park's Fire Relief Association. For this purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

J. OTHER POSTEMPLOYMENT BENEFITS

Employees of the City pay premiums based on amounts negotiated in union contracts. Since the insurance rates are not age based, the City has an implicit rate subsidy factor in postemployment health care expenses. Additionally, Minnesota Statutes require the City to allow retired employees to stay on the health care plan with the retiree responsible to pay the entire premium for continuation coverage. The City's personnel policy and union contracts do not provide for any contributions upon employee retirement.

K. LONG-TERM OBLIGATIONS

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities or proprietary fund type Statement of Net Position.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

L. DEFERRED INFLOWS OF RESOURCES

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. Deferred inflows of resources represents an acquisition of net position that applies to a future reporting period. During that future period, it will be recognized as an inflow of resources (revenue). The City has items that qualify for reporting in this category on both the government-wide Statement of Net Position and the governmental fund financial statements related to property taxes, special assessments and pensions.

M. FUND BALANCE

In the governmental fund financial statements, fund balance is divided into five classifications based primarily on the extent to which the City is bound to observe constraints imposed upon the use of resources reported in governmental funds. These classifications are as follows:

*Nonspendable* - consists of amounts that cannot be spent because it is not in spendable form or are legally or contractually required to be maintained intact, such as inventories and prepaid items.

*Restricted* - consists of amounts related to externally imposed constraints established by creditors, grantors or contributors; or constraints imposed by state statutory provisions.

*Committed* - consists of amounts that are constrained for specific purposes that are internally imposed by formal action of the City Council. Those committed amounts cannot be used for any other purpose unless the Council removes or changes the specified use by taking the same type of action it employed to previously commit those amounts. These constraints are established by Resolution of the City Council.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

M. FUND BALANCE (Cont'd)

*Assigned* - consists of amounts intended to be used by the City for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the General Fund, assigned fund balance represents the remaining amount that is not restricted or committed. In the General Fund, assigned amounts represent intended uses established by the governing body itself or by an official to which the governing body delegates the authority. Pursuant to City Council Resolution, the Finance Director and City Administrator are authorized to establish assignments of fund balance.

*Unassigned* - is the residual classification for the General Fund and also reflects negative residual amounts in the remaining governmental funds.

The City requires restricted amounts to be spent first when both restricted and unrestricted fund balance is available. Additionally, the City would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

N. NET POSITION

Net position represents the difference between assets plus deferred outflows of resources and liabilities plus deferred inflows of resources in the government-wide, proprietary fund, and fiduciary fund financial statements. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balance of any long-term debt used to build or acquire the capital assets. Net position is reported as restricted in the government-wide, proprietary fund, and fiduciary fund financial statements when there are limitations on their use through external restrictions imposed by creditors, grantors or laws or regulations of other governments. Unrestricted net position consists of all other net position that does not meet the definition of restricted or net investment in capital assets.

O. USE OF ESTIMATES

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. BUDGETARY INFORMATION

The City Council adopts an annual budget. The amounts shown in the financial statements as "budget" represent the original budgeted amounts and all revisions made during the year. The City follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Budget requests are submitted by all department heads to the City finance department and City Administrator. The finance department and City Administrator compile the budget requests into an overall preliminary City budget, balancing budget requests with available revenue.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY (Cont'd)

A. BUDGETARY INFORMATION (Cont'd)

2. In August, the finance department and City Administrator present the proposed budget for the fiscal year commencing the following January 1 to the City Council which in turn holds a public hearing on the proposed budget. The budget resolution adopted by the City Council sets forth the budget at the function level for the General and Special Revenue Funds prior to December 31.
3. Formal budgetary integration is employed as a management control device during the year for the General and Special Revenue Funds. Formal budgetary integration is not employed for Debt Service Funds because effective budgetary control is alternatively achieved through general obligation bond indenture provisions. Budgetary control for Capital Projects Funds is accomplished through the use of project controls.
4. Budgets for the General and Special Revenue Funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America. The budget presented is the original budget; there were no amendments during the year. Annual appropriations lapse at year-end.

Encumbrances outstanding at year-end expire and outstanding purchase orders are canceled and not reported in the financial statements.

B. DEFICIT FUND BALANCES AND NET POSITION

The following funds had deficit fund balances/net position:

Major Funds	
Capital Projects	
17th Ave South	\$ (586,767)

Deficits will be eliminated by transfers, use of local sales tax and tax increment financing, and future bond issuances.

C. EXPENDITURES EXCEEDING APPROPRIATIONS

The following funds had expenditures that exceeded appropriations:

	<u>Appropriations</u>	<u>Expenditure</u>
Major Funds		
General Fund	\$ 6,453,831	\$ 6,644,140
Tax Increment District No. 2		4,000

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 3. DEPOSITS AND INVESTMENTS

A. DEPOSITS

In accordance with applicable Minnesota Statutes, the City maintains deposits at depository banks authorized by the City Council.

Custodial Credit Risk - Deposits: The City's bank balances were not exposed to custodial credit risk because they were fully insured through the FDIC as well as collateralized with securities held by the pledging financial institution's trust department or agent and in the City's name.

Checking	\$ 17,185
Money Market Accounts	910,187
Flex Checking	<u>9,964</u>
Total Deposits	<u><u>\$ 937,336</u></u>

B. INVESTMENTS

The City had the following investments:

	Fair Value	Weighted Average Maturity (Years)	Credit Ratings	
			S & P	Moody
Brokered Certificates of Deposit	\$ 1,116,955	0.47	N/A	N/A
Cash and Brokered Money Market Accounts	504,600	N/A	N/A	N/A
4M Fund	<u>12,550,512</u>	N/A	Not Rated	Not Rated
Total Investments	<u><u>\$ 14,172,067</u></u>			

Concentration of Credit Risk: The concentration of credit risk is the risk of loss that may be caused by the City's investment in a single issuer.

The following is a summary of total deposits and investments:

Petty Cash	\$ 200
Deposits (Note 3.A.)	937,336
Investments (Note 3.B.)	<u>14,172,067</u>
Total Deposits and Investments	<u><u>\$ 15,109,603</u></u>

Deposits and investments are presented in the basic financial statements as follows:

Statement of Net Position	
Cash and Investments	\$ 15,099,058
Statement of Fiduciary Net Position	
Cash and Investments	<u>10,545</u>
	<u><u>\$ 15,109,603</u></u>

CITY OF WAITE PARK, MINNESOTA  
 NOTES TO THE FINANCIAL STATEMENTS  
 DECEMBER 31, 2015

NOTE 4. RECEIVABLES

Receivables are as follows:

	Total Receivables	Amounts not Scheduled for Collection During the Subsequent Year
<b>Governmental Activities</b>		
Accounts	\$ 83,256	\$
Interest	2,801	
Delinquent Taxes	80,414	
Special Assessments	3,974,240	3,550,421
Total Governmental Activities	\$ 4,140,711	\$ 3,550,421
<b>Business-Type Activities</b>		
Accounts	\$ 506	\$
Utilities	734,099	
Total Business-Type Activities	\$ 734,605	\$ 0

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 5. CAPITAL ASSETS

Capital asset activity is as follows:

Governmental Activities	Beginning Balance	Increase	Decrease	Ending Balance
<b>Capital Assets, Not Being Depreciated</b>				
Land	\$ 384,118	\$	\$	\$ 384,118
Easements	236,020	1,137,323		1,373,343
Construction in Progress	2,552,222	244,350	(224,507)	2,572,065
Total Capital Assets, Not Being Depreciated	3,172,360	1,381,673	(224,507)	4,329,526
<b>Capital Assets, Being Depreciated</b>				
Buildings	4,163,981	467,656		4,631,637
Improvements Other than Buildings	17,823,178	461,578		18,284,756
Machinery and Equipment	4,571,141	432,529	(43,675)	4,959,995
Total Capital Assets, Being Depreciated	26,558,300	1,361,763	(43,675)	27,876,388
<b>Less Accumulated Depreciation for</b>				
Buildings	2,835,054	38,486		2,873,540
Improvements Other than Buildings	2,034,707	374,107		2,408,814
Machinery and Equipment	3,495,351	255,281	(29,626)	3,721,006
Total Accumulated Depreciation	8,365,112	667,874	(29,626)	9,003,360
Total Capital Assets, Being Depreciated, Net	18,193,188	693,889	(14,049)	18,873,028
Governmental Activities Net Capital Assets	\$ 21,365,548	\$ 2,075,562	\$ (238,556)	\$ 23,202,554

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 5. CAPITAL ASSETS (Cont'd)

<u>Business-Type Activities</u>	<u>Beginning Balance</u>	<u>Increase</u>	<u>Decrease</u>	<u>Ending Balance</u>
<b>Capital Assets, Not Being Depreciated</b>				
Land	\$ 22,000	\$	\$	\$ 22,000
Easement	734,908	1,137,323		1,872,231
Construction in Progress	1,884,725	227,454	(55,898)	2,056,281
<b>Total Capital Assets, Not Being Depreciated</b>	<b>2,641,633</b>	<b>1,364,777</b>	<b>(55,898)</b>	<b>3,950,512</b>
<b>Capital Assets, Being Depreciated</b>				
Improvements Other than Buildings	40,393,671	55,898		40,449,569
Machinery and Equipment	504,123			504,123
<b>Total Capital Assets, Being Depreciated</b>	<b>40,897,794</b>	<b>55,898</b>	<b>0</b>	<b>40,953,692</b>
<b>Less Accumulated Depreciation for</b>				
Improvements Other than Buildings	12,375,035	836,765		13,211,800
Machinery and Equipment	494,916	2,206		497,122
<b>Total Accumulated Depreciation</b>	<b>12,869,951</b>	<b>838,971</b>	<b>0</b>	<b>13,708,922</b>
<b>Total Capital Assets, Being Depreciated, Net</b>	<b>28,027,843</b>	<b>(783,073)</b>	<b>0</b>	<b>27,244,770</b>
<b>Business-Type Activities Net Capital Assets</b>	<b>\$ 30,669,476</b>	<b>\$ 581,704</b>	<b>\$ (55,898)</b>	<b>\$ 31,195,282</b>

Depreciation expense was charged to functions/programs as follows:

<b>Governmental Activities</b>	
General Government	\$ 40,809
Public Safety	169,736
Public Works	444,926
Culture and Recreation	12,403
<b>Total Depreciation Expense - Governmental Activities</b>	<b>\$ 667,874</b>
<b>Business-Type Activities</b>	
Water	\$ 388,005
Sewer	450,966
<b>Total Depreciation Expense - Business-Type Activities</b>	<b>\$ 838,971</b>

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 6. INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

A. INTERFUND RECEIVABLES AND PAYABLES

The composition of interfund balances is as follows:

Receivable Fund	Payable Fund	Amount
General	Water	\$ 200,000
Sewer	General	549
Water	General	504
Total Interfund Balances		<u>\$ 201,053</u>

Interfund loans exists between the General, Water and Sewer Funds for operating purposes.

B. INTERFUND TRANSFERS

The composition of interfund transfers is as follows:

	Transfer Out				Total
	General Fund	Tax Increment District No. 2	Local Sales Tax	G.O. Improvement Bonds of 2013	
Transfer In					
PFA Loan					
of 2001	\$	\$ 917,522	\$	\$	\$ 917,522
G.O. Tax Increment Crossover Refunding Bond of 2014A		134			134
G.O. Improvement Crossover Refunding Bond of 2010A			678,000		678,000
17th Ave South			1,745,000		1,745,000
Nonmajor Governmental Funds	17,396	572,035		4,749,837	5,339,268
Total Interfund Transfers	<u>\$ 17,396</u>	<u>\$ 1,489,691</u>	<u>\$ 2,423,000</u>	<u>\$ 4,749,837</u>	<u>\$ 8,679,924</u>

The purpose of the transfers was to close funds and to provide funding for capital improvement projects, capital outlay, and operating purposes.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 7. LONG-TERM DEBT

A. GENERAL OBLIGATION BONDS

The City issues General Obligation (G.O.) Bonds to provide financing for street improvements, facility construction and tax increment projects. Debt service is covered respectively by special assessments, property taxes and tax increments against benefited properties with any shortfalls being paid from general taxes.

G.O. Bonds are direct obligations and pledge the full faith and credit of the City. These bonds generally are issued as 15 year Serial Bonds with equal debt service payments each year.

B. COMPONENTS OF LONG-TERM DEBT

	<u>Interest Rates</u>	<u>Final Maturity</u>	<u>Balance Outstanding</u>
<u>Governmental Activities</u>			
Tax Increment Bonds			
G.O. Tax Increment Crossover Refunding Bonds, Series 2014A	2.00%-2.50%	12/15/24	\$ 1,685,000
Special Assessment Bonds			
G.O. Improvement Crossover Refunding Bonds, Series 2010A	3.00%-3.50%	12/01/23	3,690,000
G.O. Improvement Crossover Refunding Bonds, Series 2011A	2.00%	12/01/17	440,000
G.O. Improvement Bonds, Series 2013B	2.00%-3.10%	12/01/26	4,150,000
G.O. Equipment Certificates of Indebtedness, Series 2013C	0.90%-1.60%	12/15/18	160,000
Net Pension Liability			2,304,819
Compensated Absences			961,990
Other Postemployment Benefits Payable			217,213
Capital Leases Payable			50,239
Unamortized Bond Discount			(26,788)
Unamortized Bond Premium			264,882
			<u>\$ 13,897,355</u>
	<u>Interest Rates</u>	<u>Final Maturity</u>	<u>Balance Outstanding</u>
<u>Business-Type Activities</u>			
G.O. Revenue Bonds			
G.O. Refunding Bonds, Series 2013A	2.00%-3.00%	12/01/24	\$ 3,490,000
Unamortized Bond Premium			84,614
Net Pension Liability			112,103
Compensated Absences			210,602
Other Postemployment Benefits Payable			29,620
			<u>\$ 3,926,939</u>

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2015

NOTE 7. LONG-TERM DEBT (Cont'd)

B. COMPONENTS OF LONG-TERM DEBT (Cont'd)

On April 1, 2010, the City issued \$6,885,000 G.O. Improvement Crossover Refunding Bonds, Series 2010A, with an interest rate of 3.00% to 3.50%. The City issued the Bonds to crossover refund the G.O. Improvement Bonds, Series 2008A, totaling \$6,760,000. The City completed the refunding to reduce its debt service payment over the next 13 years by \$286,836. This results in an economic gain (difference between the present values of the debt service payments on the old and new debt) of \$237,608.

On December 15, 2011, the City issued \$1,395,000 G.O. Improvement Crossover Refunding Bonds, Series 2011A, with an interest rate of 2.00%. The City issued the Bonds to crossover refund the G.O. Improvement Bonds, Series 2006A, totaling \$750,000 and the G.O. Improvement Bonds, Series 2007A, totaling \$625,000. The City completed the refunding to reduce its debt service payment over the next 6 years by \$51,223. This results in an economic gain (difference between the present values of the debt service payments on the old and new debt) of \$46,974.

On November 15, 2013, the City issued \$4,170,000 G.O. Refunding Bonds, Series 2013A, with an interest rate of 2.00% to 3.00%. The City issued the bonds to refund the G.O. Refunding Bonds of 2005, totaling \$4,205,000. The City completed the refunding to limit the annual increases in the debt service payments over the next 11 years. This results in an economic gain (difference between the present values of the debt service payments on the old and new debt) of \$189,360.

On November 15, 2013, the City issued \$4,720,000 G.O. Improvement Bonds, Series 2013B, with an interest rate of 2.00% to 3.10%. The City issued the Bonds to fund street improvements.

On November 15, 2013, the City issued \$250,000 G.O. Equipment Certificates of Indebtedness, Series 2013C, with an interest rate of 0.90% to 1.60%. The City issued the Certificates to fund the acquisition of public works equipment.

On August 13, 2014, the City issued \$1,685,000 G.O. Tax Increment Crossover Refunding Bonds, Series 2014A, with an interest rate of 2.00% to 2.5%. The City issued the Bonds to crossover refund the G.O. TIF Bonds of 2009C, totaling \$1,615,000. The City completed the refunding to reduce its debt service payment over the next 10 years by \$70,394. This results in an economic gain (difference between the present values of the debt service payments on the old and new debt) of \$63,067.

Debt service funds are used to liquidate the governmental activities outstanding bonded indebtedness, loan payable, and certificates of indebtedness. The General Fund has historically been used to liquidate the outstanding governmental activities compensated absences and other postemployment benefits payable. The Water and Sewer Funds are used to liquidate the outstanding business-type activities compensated absences and other postemployment benefits payable.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2015

NOTE 7. LONG-TERM DEBT (Cont'd)

C. MINIMUM DEBT PAYMENTS

Annual debt service requirements to maturity for all bonded debt, loan and certificates of indebtedness outstanding are as follows:

Year Ending December 31	Governmental Activities			
	G.O. Tax Increment Bonds		Special Assessment Bonds	
	Principal	Interest	Principal	Interest
2016	\$ 170,000	\$ 35,815	\$ 1,530,000	\$ 227,835
2017	175,000	32,415	1,365,000	188,985
2018	180,000	28,915	1,245,000	153,035
2019	185,000	25,315	640,000	119,585
2020	185,000	21,615	630,000	104,335
2021-2025	790,000	46,980	2,670,000	254,825
2026			200,000	6,200
	<u>\$ 1,685,000</u>	<u>\$ 191,055</u>	<u>\$ 8,280,000</u>	<u>\$ 1,054,800</u>

Year Ending December 31	Governmental Activities		Business-Type Activities	
	G.O. Certificates of Indebtedness		G.O. Revenue Bonds	
	Principal	Interest	Principal	Interest
2016	\$ 50,000	\$ 2,210	\$ 355,000	\$ 86,200
2017	55,000	1,760	360,000	79,100
2018	55,000	880	370,000	71,900
2019			375,000	64,500
2020			385,000	57,000
2021-2024			1,645,000	123,125
	<u>\$ 160,000</u>	<u>\$ 4,850</u>	<u>\$ 3,490,000</u>	<u>\$ 481,825</u>

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 7. LONG-TERM DEBT (Cont'd)

D. CHANGES IN LONG-TERM LIABILITIES

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Governmental Activities</u>					
G.O. Tax Increment					
Bonds	\$ 3,990,000	\$	\$ (2,305,000)	\$ 1,685,000	\$ 170,000
Special					
Assessment Bonds	10,135,000		(1,855,000)	8,280,000	1,530,000
Total Bonds Payable	14,125,000		(4,160,000)	9,965,000	1,700,000
G.O. PFA Loan	889,000		(889,000)		
G.O. Certificates of Indebtedness	250,000		(90,000)	160,000	50,000
Net Pension Liability* Compensated		4,134,861	(1,830,042)	2,304,819	
Absences	898,463	273,246	(209,719)	961,990	211,000
Other Postemployment Benefits Payable	194,772	22,441		217,213	
Capital Leases Payable	98,051		(47,812)	50,239	50,239
Unamortized Bond Discount	(33,334)		6,546	(26,788)	(3,122)
Unamortized Bond Premium	309,535		(44,653)	264,882	37,180
Total Governmental Activities	<u>\$ 16,731,487</u>	<u>\$ 4,430,548</u>	<u>\$ (7,264,680)</u>	<u>\$ 13,897,355</u>	<u>\$ 2,045,297</u>

\* - Additions include change in accounting principle of \$2,064,725. See Note 14 for additional information.

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Business-Type Activities</u>					
Bonds Payable					
G.O. Water Revenue Bonds, Net of Premium/Discount	\$ 3,929,148	\$	\$ (354,534)	\$ 3,574,614	\$ 364,534
Net Pension Liability* Compensated		186,080	(73,977)	112,103	
Absences	215,324	49,960	(54,682)	210,602	55,000
Other Postemployment Benefits Payable	24,073	5,547		29,620	
Total Business-Type Activities	<u>\$ 4,168,545</u>	<u>\$ 241,587</u>	<u>\$ (483,193)</u>	<u>\$ 3,926,939</u>	<u>\$ 419,534</u>

\* - Additions include change in accounting principle of \$113,003. See Note 14 for additional information.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 7. LONG-TERM DEBT (Cont'd)

E. CAPITAL LEASE

In 2007, the City entered into a lease-purchase agreement for the purchase of a pumper fire truck. The asset under the capital lease agreement was \$373,926. Accumulated depreciation was \$274,212 as of December 31, 2015. The asset is being depreciated over its useful life. Depreciation of \$37,393 for the asset is included in depreciation expense (public safety function). The future minimum lease obligations and the net present value of these minimum lease payments are as follows:

Year Ending December 31	Pumper Fire Truck		
	Principal	Interest	Total
2016	\$ 50,239	\$ 2,551	\$ 52,790

F. CONDUIT DEBT OBLIGATIONS

Conduit debt obligations are certain limited-obligation revenue bonds or similar debt instruments issued for the express purpose of providing capital financing for a specific third party. The City has issued various revenue bonds to provide funding to private-sector entities for projects deemed to be in the public interest. Although these bonds bear the name of the City, the City has no obligation for such debt. Accordingly, the bonds are not reported as liabilities in the financial statements of the City.

The City's conduit debt consisted of the following:

Name	Date of Issue	Original Amount of Issue	Balance as of December 31, 2015
<b>WACOSA</b>			
Commercial Development Revenue Note, Series 2012	09/17/12	\$ 1,500,000	\$ 1,322,492
<b>McDowall Company</b>			
Industrial Development Revenue Bonds, Series 2006	10/03/06	3,485,000	2,500,000
<b>Goodwill Industries, Inc.</b>			
Revenue Note, Series 2007	01/29/07	2,053,000	1,391,070
<b>Park Villa Apartments</b>			
Multifamily Housing Revenue Bonds, Series 2007	10/17/07	5,550,000	5,307,407

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 8. RISK MANAGEMENT

The City purchases commercial insurance coverage through the League of Minnesota Cities Insurance Trust (LMCIT), which is a public entity risk pool currently operating as a common risk management and insurance program, with other cities in the state. The City pays an annual premium to the LMCIT for its insurance coverage. The LMCIT is self-sustaining through commercial companies for excess claims. The City is covered through the pool for any claims incurred but unreported, but retains risk for the deductible portion of its insurance policies. The amount of these deductibles is considered immaterial to the financial statements.

There were no significant reductions in insurance from the previous year or settlements in excess of insurance coverage for any of the past three fiscal years.

The City's workers' compensation insurance policy is retrospectively rated. With this type of policy, final premiums are determined after loss experience is known. The amount of premium adjustment is estimated to be immaterial based on workers' compensation rates and salaries for the year.

There are no other claims liabilities reported in the funds based on the requirements of accounting standards, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated.

NOTE 9. CITY OF WAITE PARK FIRE RELIEF ASSOCIATION - SUPPLEMENTAL PENSION PLAN

The City engaged an actuary to determine the City's liability for its supplemental pension plan in accordance with Governmental Accounting Standards Board (GASB) Statement No. 68 as of December 31, 2014.

A. GENERAL INFORMATION ABOUT THE PENSION PLAN

Plan Description:

The Waite Park Fire Department participates in the Statewide Volunteer Firefighter Retirement Plan (SVF), an agent multiple-employer lump-sum defined benefit pension plan administered by the Public Employees Retirement Association of Minnesota (PERA). The SVF plan covers volunteer firefighters of municipal fire departments or independent nonprofit firefighting corporations that have elected to join the plan. As of December 31, 2014, the plan covered 26 active firefighters and 2 vested terminated fire fighters whose pension benefits are deferred. The plan is established and administered in accordance with Minnesota Statutes, Chapter 353 G.

Benefits Provided:

The SVF provides lump-sum retirement, death, and supplemental benefits to covered firefighters and survivors. Benefits are paid based on the number of years of service multiplied by a benefit level per year of service approved by the City. The benefit is selected from 71 possible levels in \$100 increments ranging from \$500 to \$7,500 per year of service. Members are eligible for a lump-sum retirement benefit at 50 years of age with five years of service. Plan provisions include a pro-rated vesting schedule that increases from 5 years at 40% through 20 years at 100%.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 9. CITY OF WAITE PARK FIRE RELIEF ASSOCIATION - SUPPLEMENTAL PENSION PLAN (Cont'd)

A. GENERAL INFORMATION ABOUT THE PENSION PLAN (Cont'd)

Contributions:

The SVF is funded by fire state aid, investment earnings and, if necessary, employer contributions as specified in Minnesota Statutes, and voluntary City contributions. The State of Minnesota contributed \$38,066 in fire state aid to the plan on behalf of the Waite Park Fire Department for the year ended December 31, 2014, which was recorded as a revenue. Required employer contributions are calculated annually based on statutory provisions. The City's contributions were equal to the required contributions as set by state statute, if applicable.

Pension Costs:

At December 31, 2015, the City reported a net pension asset of \$191,290 for the SVF plan. The net pension asset was measured as of December 31, 2014. The total pension liability used to calculate the net pension asset in accordance with GASB 68 was determined by PERA applying an actuarial formula to specific census data certified by the fire department as of December 31, 2014. The following table presents the changes in net pension liability during the year.

B. NET PENSION LIABILITY (ASSET) AND OTHER RELATED AMOUNTS

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (Asset) (a) - (b)
Balances at 1/1/2014	\$ 674,293	\$ 795,588	\$ (121,295)
Changes for the Year:			
Service Cost	18,618		18,618
Interest	38,625		38,625
Differences Between Expected and Actual Experience	(38,070)		(38,070)
Contributions - State		40,066	(40,066)
Projected Investment Earnings		47,735	(47,735)
Asset (Gain)/Loss		3,747	(3,747)
Benefit Payments, Including Refunds of Employee Contributions	(98,344)	(98,344)	
Administrative Expense		(2,380)	2,380
Net Change	(79,171)	(9,176)	(69,995)
Balances at 12/31/2014	<u>\$ 595,122</u>	<u>\$ 786,412</u>	<u>\$ (191,290)</u>

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 9. CITY OF WAITE PARK FIRE RELIEF ASSOCIATION - SUPPLEMENTAL PENSION PLAN (Cont'd)

B. NET PENSION LIABILITY (ASSET) AND OTHER RELATED AMOUNTS (Cont'd)

For the year ended December 31, 2014, the City recognized pension expense of \$3,525. At December 31, 2014, the City reported deferred inflows of resources related to pension from the following sources:

	<u>Deferred Inflows of Resources</u>
Differences between expected and actual economic experience	\$ 30,456
Differences between projected and actual investment earnings	<u>2,998</u>
Totals	<u>\$ 33,454</u>

Amounts reported as deferred inflows of resources related to pension plans will be recognized in pension expense as follows:

<u>Year ended December 31,</u>	<u>Expense</u>
2016	\$ (8,364)
2017	(8,364)
2018	(8,364)
2019	(8,362)

Actuarial Assumptions:

The total pension liability in the December 31, 2014 actuarial valuation was determined using the following actuarial assumptions, applied to all period included in the measurement:

Inflation	3.00 percent
Retirement Eligibility	Later of age 50 or 20 years of service
Investment Rate of Return	6.00 percent

The actuarial assumptions used in the December 31, 2014 valuation were based on the results of an actuarial experience study for the period January 1, 2014 - December 31, 2014.

Discount Rate:

The discount rate used to measure the total pension liability was 6.0%. The projection of cash flows used to determine the discount rate assumed that contributions to the SVF plan will be made as specified in statute. Based on that assumption and considering the funding ratio of the plan, the fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 9. CITY OF WAITE PARK FIRE RELIEF ASSOCIATION - SUPPLEMENTAL PENSION PLAN (Cont'd)

B. NET PENSION LIABILITY (ASSET) AND OTHER RELATED AMOUNTS (Cont'd)

Sensitivity of the Net Pension Liability to Changes in the Discount Rate:

The following presents the net pension liability calculated using the discount rate of 6.00 percent, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current discount rate:

	1% Decrease in Discount Rate (5.00%)	Discount Rate (6.00%)	1% Increase in Discount Rate (7.00%)
City's Net Pension Liability (Asset)	\$ (178,985)	\$ (191,290)	\$ (202,977)

Plan Investments Investment Policy:

The Minnesota State Board of Investment (SBI) is established by Article XI of the Minnesota Constitution to invest all state funds. Its membership as specified in the Constitution is comprised of the Governor (who is designated as chair of the Board), State Auditor, Secretary of State and State Attorney General.

All investments undertaken by the SBI are governed by the prudent person rule and other standards codified in Minnesota Statutes, Chapter 11A and Chapter 356A.

Within the requirements defined by state law, the SBI, with assistance of the SBI staff and the Investment Advisory Council, establishes investment policy for all funds under its control. These investments policies are tailored to the particular needs of each fund and specify investment objectives, risk tolerance, asset allocation, investment management structure and specific performance standards. Studies guide the on-going management of the funds and are updated periodically.

Asset Allocation:

To match the long-term nature of the pension obligations, the SBI maintains a strategic asset allocation for the Statewide Volunteer Firefighter Retirement Plan (VOLP) that includes allocations to domestic equity, international equity, bonds and cash equivalents. The long-term target asset allocation and long-term expected real rate of return is the following:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic Equity	35%	5.50%
International Equity	15%	6.00%
Fixed Income	45%	1.45%
Cash	5%	0.50%

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2015

NOTE 9. CITY OF WAITE PARK FIRE RELIEF ASSOCIATION - SUPPLEMENTAL PENSION PLAN (Cont'd)

B. NET PENSION LIABILITY (ASSET) AND OTHER RELATED AMOUNTS (Cont'd)

Asset Allocation: (Cont'd)

The 6% long-term expected rate of return on pension plan investments was determined using a building-block method. Best estimates for expected future real rates of return (expected returns, net of inflation) were developed for each asset class using both long-term historical returns and long-term capital market expectations. The asset class estimates and the target allocations were then combined to produce a geometric, long-term expected real rate of return for the portfolio. Inflation expectations were applied to derive the nominal rate of return for the portfolio.

Description of Significant Investment Policy Changes During the Year:

The SBI made no significant changes to their investment policy during Fiscal Year 2015 for the Statewide Volunteer Firefighter Retirement Plan.

Pension Plan Fiduciary Net Position:

Detailed information about the SVF plan's fiduciary net position as of June 30, 2015, is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained on the Internet at [www.mnpera.org](http://www.mnpera.org); by writing to PERA at 60 Empire Drive #200, St. Paul, Minnesota, 55103-2088; or by calling (651) 296-7460 or 1-800-652-9026.

NOTE 10. DEFINED BENEFIT PENSION PLAN - STATEWIDE

At December 31, 2015, the City adopted Governmental Accounting Standards Board (GASB) Statement No. 68, Accounting and Financial Reporting for Pensions and GASB Statement No. 71, Pension Transition for Contributions Made Subsequent to the Measurement Date. This implementation allows the City to report its proportionate share of collective net pension liability, deferred inflows of resources and deferred outflows of resources, and pension expense and to reflect an actuarially determined liability for the present value of projected future benefits for retired and active employees less the pension plan's fiduciary net position on the financial statements.

A. PLAN DESCRIPTION

The City participates in the following cost-sharing multiple-employer defined benefit pension plan administered by the Public Employees Retirement Association (PERA). PERA's defined benefit pension plans are established and administered in accordance with Minnesota Statutes, Chapters 353 and 356. PERA's defined benefit pension plans are tax qualified plans under Section 401(a) of the Internal Revenue Code.

General Employees Retirement Fund (GERF):

All full-time and certain part-time employees of the City are covered by GERF. GERF members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security and Basic Plan members are not. The Basic Plan was closed to new members in 1967. All new members must participate in the Coordinated Plan.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 10. DEFINED BENEFIT PENSION PLAN - STATEWIDE (Cont'd)

A. PLAN DESCRIPTION (Cont'd)

Public Employees Police and Fire Fund (PEPFF):

The PEPFF, originally established for police officers and firefighters not covered by a local relief association, now covers all police officers and firefighters hired since 1980. Effective July 1, 1999, the PEPFF also covers police officers and firefighters belonging to a local relief association that elected to merge with and transfer assets and administration to PERA.

B. BENEFITS PROVIDED

PERA provides retirement, disability and death benefits. Benefit provisions are established by state statute and can only be modified by the state legislature.

Benefit increases are provided to benefit recipients each January. Increases are related to the funding ratio of the plan. Members in plans that are at least 90% funded for two consecutive years are given 2.5% increases. Members in plans that have not exceeded 90% funded, or have fallen below 80%, are given 1% increases.

The benefit provisions stated in the following paragraphs are current provisions and apply to active plan participants. Vested, terminated employees who are entitled to benefits but are not receiving them yet are bound by the provisions in effect at the time they last terminated their public service.

GERF Benefits:

Benefits are based on a member's highest average salary for any five successive years of allowable service, age and years of credit at termination of service. Two methods are used to compute benefits for PERA's Coordinated and Basic Plan members. The retiring member receives the higher of a step-rate benefit accrual formula (Method 1) or a level accrual formula (Method 2). Under Method 1, the annuity accrual rate for a Basic Plan member is 2.2% of average salary for each of the first ten years of service and 2.7% for each remaining year. The annuity accrual rate for a Coordinated Plan member is 1.2% of average salary for each of the first ten years and 1.7% for each remaining year. Under Method 2, the annuity accrual rate is 2.7% of average salary for Basic Plan members and 1.7% for Coordinated Plan members for each year of service. For members hired prior to July 1, 1989, a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989, normal retirement age is the age for unreduced Social Security benefits capped at 66. Disability benefits are available for vested members, and are based upon years of service and average high-five salary.

PEPFF Benefits:

Benefits for the PEPFF members first hired after June 30, 2010, but before July 1, 2014, vest on a prorated basis from 50% after five years up to 100% after ten years of credited service. Benefits for PEPFF members first hired after June 30, 2014, vest on a prorated basis from 50% after ten years up to 100% after twenty years of credited service. The annuity accrual rate is 3% of average salary for each year of service. For PEPFF who were first hired prior to July 1, 1989, a full annuity is available when age plus years of service equal at least 90.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 10. DEFINED BENEFIT PENSION PLAN - STATEWIDE (Cont'd)

C. CONTRIBUTIONS

Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. Contribution rates can only be modified by the state legislature.

GERF Contributions:

Basic Plan members and Coordinated Plan members were required to contribute 9.10% and 6.50%, respectively, of their annual covered salary in calendar year 2015. The City was required to contribute 11.78% of pay for Basic Plan members and 7.50% for Coordinated Plan members in calendar year 2015. The City's contributions to the GERF for the year ended December 31, 2015, were \$99,153. The City's contributions were equal to the required contributions for each year as set by state statute.

PEPFF Contributions:

Plan members were required to contribute 10.80% of their annual covered salary in calendar year 2015. The City was required to contribute 16.20% of pay for PEPFF members in calendar year 2015. The City's contributions to the PEPFF for the year ended December 31, 2015, were \$174,007. The City's contributions were equal to the required contributions for each year as set by state statute.

D. PENSION COSTS

GERF Pension Costs:

At December 31, 2015, the City reported a liability of \$1,155,702 for its proportionate share of the GERF's net pension liability. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2014 through June 30, 2015, relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2015, the City's proportion was 0.0223%.

For the year ended December 31, 2015, the City recognized pension expense of \$124,693 for its proportionate share of GERF's pension expense.

At December 31, 2015, the City reported its proportionate share of GERF's deferred outflows of resources and deferred inflows of resources from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$	\$ 58,267
Differences between projected and actual investment earnings	109,405	
Changes in proportion and differences between contributions made and City's proportionate share of contributions		88,078
Contributions paid to PERA subsequent to measurement date	49,862	
Totals	<u>\$ 159,267</u>	<u>\$ 146,345</u>

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 10. DEFINED BENEFIT PENSION PLAN - STATEWIDE (Cont'd)

D. PENSION COSTS (Cont'd)

GERF Pension Costs: (Cont'd)

\$49,862 reported as deferred outflows of resources related to pensions resulting from City contributions to GERF subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2016. Other amounts reported as deferred outflows and inflows of resources related to GERF pensions will be recognized in pension expense as follows:

Year ended December 31,	Expense
2016	\$ (21,430)
2017	(21,430)
2018	(21,430)
2019	27,350

PEPFF Pension Costs:

At December 31, 2015, the City reported a liability of \$1,261,220 for its proportionate share of the PEPFF's net pension liability. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2014, through June 30, 2015, relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2015, the City's proportion was 0.1110%.

At December 31, 2015, the City recognized pension expense of \$228,138 for its proportionate share of the PEPFF's pension expense. The City also recognized \$9,990 for the year ended December 31, 2015, of pension expense (and grant revenue) for its proportionate share of the State of Minnesota's on-behalf contributions to PEPFF. Legislation passed in 2013 required the State of Minnesota to begin contributing \$9 million to the PEPFF each year, starting in fiscal year 2014.

At December 31, 2015 the City reported its proportionate share of the PEPFF's deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$	\$ 204,529
Differences between projected and actual investment earnings	219,747	
Changes in proportion and differences between contributions made and City's proportionate share of contributions	54,002	
Contributions paid to PERA subsequent to measurement date	90,167	
	<hr/>	<hr/>
Totals	<u>\$ 363,916</u>	<u>\$ 204,529</u>

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 10. DEFINED BENEFIT PENSION PLAN - STATEWIDE (Cont'd)

D. PENSION COSTS (Cont'd)

PEPFF Pension Costs: (Cont'd)

\$90,167 reported as deferred outflows of resources related to pensions resulting from City contributions to PEPFF subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2016. Other amounts reported as deferred outflows and inflows of resources related to PEPFF will be recognized in pension expense as follows:

Year ended December 31,	Expense
2016	\$ 24,831
2017	24,831
2018	24,831
2019	24,831
2020	(30,104)

E. ACTUARIAL ASSUMPTIONS

The total pension liability in the June 30, 2015 actuarial valuation was determined using the entry age normal actuarial cost method and the following actuarial assumptions:

Inflation	2.75% per year
Active Member Payroll Growth	3.50% per year
Investment Rate of Return	7.90%

Salary increases were based on a service-related table. Mortality rates for active members, retirees, survivors and disabilitants were based on RP-2000 tables for males or females, as appropriate, with slight adjustments. Benefit increases for retirees are assumed to be 1% effective every January 1 through 2026 and 2.5% thereafter.

Actuarial assumptions used in the June 30, 2015, valuations were based on the results of actuarial experience studies. The experience study in the GERP was for the period July 1, 2004, through June 30, 2008, with an update of economic assumptions in 2014. Experience studies have not been prepared for PERA's other plans, but assumptions are reviewed annually.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 10. DEFINED BENEFIT PENSION PLAN - STATEWIDE (Cont'd)

E. ACTUARIAL ASSUMPTIONS (Cont'd)

The following changes in actuarial assumptions occurred in 2015:

The long-term expected rate of return on pension plan investments is 7.9%. The State Board of Investment, which manages the investments of PERA, prepares an analysis of the reasonableness of the long-term expected rates of return on a regular basis using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic Stocks	45%	5.50%
International Stocks	15%	6.00%
Bonds	18%	1.45%
Alternative Assets	20%	6.40%
Cash	2%	0.50%

F. DISCOUNT RATE

The discount rate used to measure the total pension liability was 7.9%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at a rate specified in statute. Based on that assumption, each of the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

G. PENSION LIABILITY SENSITIVITY

The following presents the City's proportionate share of the net pension liability for all plans it participates in, calculated using the discount rate disclosed in the preceding paragraph, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate 1 percentage point lower or 1 percentage point higher than the current discount rate:

	1% Decrease in Discount Rate (6.9%)	Discount Rate (7.9%)	1% Increase in Discount Rate (8.9%)
City's proportionate share of the GERF net pension liability	\$ 1,817,174	\$ 1,155,702	\$ 609,427
City's proportionate share of the PEPFF net pension liability	2,458,131	1,261,220	272,363

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 10. DEFINED BENEFIT PENSION PLAN - STATEWIDE (Cont'd)

H. PENSION PLAN FIDUCIARY NET POSITION

Detailed information about each pension plan's fiduciary net position is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained on the Internet at [www.mnpera.org](http://www.mnpera.org); by writing to PERA at 60 Empire Drive #200, St. Paul, Minnesota, 55103-2088; or by calling (651) 296-7460 or 1-800-652-9026.

NOTE 11. POSTEMPLOYMENT BENEFITS OTHER THAN PENSION

A. PLAN DESCRIPTION

The City operates a single-employer retiree benefit plan ("the Plan") that provides health insurance to eligible employees and their families through the City's commercial health insurance plan. There are 35 active participants and 1 retired participant. Benefit and eligibility provisions are established through negotiations between the City and employee groups including various unions. The union contracts are renegotiated each two-year bargaining period. The Plan does not issue a publicly available financial report.

B. FUNDING POLICY

Contribution requirements are also negotiated between the City and employees and union representatives. The City contributes 0% of the cost of current-year premiums for eligible retired plan members and their spouses. The City contributed \$3,424 to the Plan. The Plan is financed on a pay-as-you-go basis.

C. ANNUAL OPEB COST AND NET OPEB OBLIGATION

The City's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities over a period not to exceed thirty years. The following table shows the components of the City's annual OPEB cost for the year, the amount actually paid from the plan, and changes in the City's net OPEB obligation.

Annual Required Contribution	\$ 35,314
Interest on Net OPEB Obligation	8,754
Adjustment to Annual Required Contribution	(12,656)
Annual OPEB Cost (Expense)	<u>31,412</u>
Contributions Made	(3,424)
Increase (Decrease) in Net OPEB Obligation	<u>27,988</u>
Net OPEB Obligation - Beginning of Year	<u>218,845</u>
Net OPEB Obligation - End of Year	<u><u>\$ 246,833</u></u>

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2015

NOTE 11. POSTEMPLOYMENT BENEFITS OTHER THAN PENSION (Cont'd)

C. ANNUAL OPEB COST AND NET OPEB OBLIGATION (Cont'd)

The City's annual OPEB cost, the percentage of the annual OPEB cost contributed to the Plan and the net OPEB obligation for 2014 and the preceding two years was:

Fiscal Year Ended	Annual OPEB Cost	Annual Plan Sponsor Contribution	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
12/31/2015	\$ 31,412	\$ 3,424	11%	\$ 246,833
12/31/2014	38,157	10,919	29%	218,845
12/31/2013	37,242	11,293	30%	191,607

D. FUNDED STATUS AND FUNDING PROGRESS

As of January 1, 2015, the most recent actuarial valuation date, the plan was zero percent funded. The actuarial accrued liability for benefits was \$247,056 and the actuarial value of assets was \$0, resulting in an unfunded actuarial accrued liability (UAAL) of \$247,056. The annual payroll for active employees covered by the Plan in the actuarial valuation was \$2,218,541 for a ratio of UAAL to covered payroll of 11.1%.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and healthcare cost trends. Amounts determined regarding the funded status of the Plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The Schedule of Funding Progress and the Schedule of Employer Contributions, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

E. ACTUARIAL METHODS AND ASSUMPTIONS

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

CITY OF WAITE PARK, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2015

NOTE 11. POSTEMPLOYMENT BENEFITS OTHER THAN PENSION (Cont'd)

E. ACTUARIAL METHODS AND ASSUMPTIONS (Cont'd)

In the January 1, 2015 actuarial valuation, the projected unit credit actuarial cost method was used. The actuarial assumption included a 4.0% investment rate of return (net of administrative expenses), which is a blended rate of the expected long-term investment returns on plan assets and on the employer's own investments calculated based on the funded level of the plan at the valuation date. The initial healthcare trend rate was 7.2% reduced by decrements to an ultimate rate of 5% after seven years. The inflation rate was 2.75%. The UAAL is being amortized as a level dollar amount on an open basis. The remaining amortization period at December 31, 2015 was 30 years.

NOTE 12. PRIOR PERIOD ADJUSTMENT

The beginning net position of the governmental activities, business-type activities and major proprietary funds - Water, Sewer, and Stormwater have been decreased to reflect a change in accounting principle. As mentioned in Note 10, the City implemented GASB 68 and GASB 71 which records the City's proportionate share of collective net pension asset, net pension liability, deferred inflows of resources and deferred outflows of resources, and pension expense on the City's government-wide financial statements. Beginning governmental activities net position has been restated from \$27,325,530 to \$25,418,917 (a decrease of \$1,906,613). Beginning business-type activities net position has been restated from \$27,500,262 to \$27,391,803 (a decrease of \$108,459). Beginning Water Fund net position has been restated from \$11,737,951 to \$11,655,768 (a decrease of \$82,183). Beginning Sewer Fund net position has been restated from \$15,762,319 to \$15,740,180 (a decrease of \$22,139). Beginning Stormwater Fund net position has been restated from \$(8) to \$(4,145) (a decrease of \$4,137).

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REQUIRED SUPPLEMENTARY INFORMATION

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CITY OF WAITE PARK, MINNESOTA

SCHEDULES OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY AND  
EMPLOYER CONTRIBUTIONS  
DECEMBER 31, 2015

Schedule of Proportionate Share of the Net Pension Liability

Actuarial Valuation Date	Employer's Proportion of the Net Pension Liability (Asset)	Employer's Proportionate Share of the Net Pension Liability (Asset) (a)	Employer's Covered- Employee Payroll (b)	Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered- Employee Payroll (a/b)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
<u>Pension</u>					
<u>PERA - GERF</u> 6/30/2015	0.0223%	\$ 1,155,702	\$ 1,303,378	88.7%	78.2%
<u>PERA - PEPFF</u> 6/30/2015	0.1110%	1,261,220	1,012,580	124.6%	86.6%

Schedule of Employer Contributions

Year Ended December 31,	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	Covered- Employee Payroll (d)	Contributions as a Percentage of Covered- Employee Payroll (b/d)
<u>Pension</u>					
<u>PERA - GERF</u> 2015	\$ 99,153	\$ 99,153	\$	\$ 1,322,039	7.50%
<u>PERA - PEPFF</u> 2015	174,007	174,007		1,074,119	16.20%

The City implemented GASB Statement No. 68 for fiscal year ended December 31, 2015. Information for prior years is not available.

CITY OF WAITE PARK, MINNESOTA

SCHEDULE OF CHANGES IN THE CITY FIRE RELIEF ASSOCIATION'S  
NET PENSION LIABILITY AND RELATED RATIOS  
DECEMBER 31, 2015

Service Cost	\$ 18,618
Interest	38,625
Differences Between Expected and Actual Experience	(38,070)
Benefit Payments, Including Refunds of Member Contributions	<u>(98,344)</u>
Net Change in Total Pension Liability	(79,171)
 Total Pension Liability - Beginning of Year 12/31/2013	 <u>674,293</u>
Total Pension Liability - End of Year 12/31/2014	<u>\$ 595,122</u>
 Fire State Aid	 \$ 30,650
Fire Supplemental Aid	7,416
Supplemental Benefit Reimbursement	2,000
Net Investment Income	51,482
Benefit Payments, Including Refunds of Member Contributions	(98,344)
Administrative Expense	(930)
Other	<u>(1,450)</u>
Net Change in Plan Fiduciary Net Position	(9,176)
 Total Plan Fiduciary Net Position - Beginning of Year 12/31/2013	 <u>795,588</u>
Total Plan Fiduciary Net Position - End of Year 12/31/2014	<u>\$ 786,412</u>
Fire Relief Association's Net Pension Asset - Ending 12/31/2014	<u>\$ 191,290</u>
 Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	 132%

The City implemented GASB Statement No. 68 for the year ended December 31, 2015. Information for prior years is not available.

CITY OF WAITE PARK, MINNESOTA

SCHEDULE OF FUNDING PROGRESS AND EMPLOYER CONTRIBUTIONS  
DECEMBER 31, 2015

Schedule of Funding Progress

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded AAL (b-a)	Funded Ratio (a/b)	Annual Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
01/01/15	\$	\$ 247,056	\$ 247,056	0.0%	\$ 2,218,541	11.1%
01/01/12		239,673	239,673	0.0%	2,106,040	11.4%
12/31/09		316,988	316,988	0.0%	1,843,874	17.2%

Schedule of Employer Contributions

Year Ended December 31,	Annual Required Contribution	Employer Contribution	Percentage Contributed	Net Obligation
2015	\$ 31,412	\$ 3,424	10.9%	\$ 246,833
2014	41,574	10,919	26.3%	218,845
2013	40,195	11,293	28.1%	191,607
2012	38,422	3,419	8.9%	165,658
2011	55,714	12,125	21.8%	133,027
2010	53,125	7,534	14.2%	91,062
2009	50,448	4,152	8.2%	46,296

The City implemented GASB Statement No. 45 for the year ended December 31, 2009. Information for prior years is not available.

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**SUPPLEMENTARY INFORMATION**

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CITY OF WAITE PARK, MINNESOTA

COMBINING BALANCE SHEET  
NONMAJOR GOVERNMENTAL FUNDS  
DECEMBER 31, 2015

	Special Revenue	Debt Service	Capital Projects	Total
<b>ASSETS</b>				
Cash and Investments	\$ 313,082	\$ 1,126,084	\$ 546,972	\$ 1,986,138
Receivables				
Accounts	50,815			50,815
Delinquent Taxes		6,608		6,608
Special Assessments				
Delinquent		10,008		10,008
Deferred		989,306		989,306
Due from Other Governments		10,783		10,783
<b>Total Assets</b>	<b>\$ 363,897</b>	<b>\$ 2,142,789</b>	<b>\$ 546,972</b>	<b>\$ 3,053,658</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE</b>				
<b>Liabilities</b>				
Accounts Payable	\$ 347	\$ 896	\$ 3,604	\$ 4,847
<b>Deferred Inflows of Resources</b>				
<b>Unavailable Revenue</b>				
Delinquent Taxes		6,608		6,608
Special Assessments		999,314		999,314
<b>Total Deferred Inflows     of Resources</b>	<b>0</b>	<b>1,005,922</b>	<b>0</b>	<b>1,005,922</b>
<b>Fund Balance</b>				
<b>Restricted</b>				
Loan Program	1,999			1,999
Debt Service		1,135,971		1,135,971
<b>Assigned</b>				
Capital Outlay	26,334			26,334
Park Land Development	286,884			286,884
Regional Capital Improvement Projects			543,368	543,368
Fund Operations	48,333			48,333
<b>Total Fund Balance</b>	<b>363,550</b>	<b>1,135,971</b>	<b>543,368</b>	<b>2,042,889</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<b>\$ 363,897</b>	<b>\$ 2,142,789</b>	<b>\$ 546,972</b>	<b>\$ 3,053,658</b>

CITY OF WAITE PARK, MINNESOTA

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS  
YEAR ENDED DECEMBER 31, 2015

	Special Revenue	Debt Service	Capital Projects	Total
<b>REVENUES</b>				
Property Taxes	\$	\$ 466,099	\$	\$ 466,099
Special Assessments		191,269		191,269
Fines and Forfeitures	20,275			20,275
Miscellaneous				
Investment Income	134	525		659
Contributions and Donations	79,491			79,491
Total Revenues	<u>99,900</u>	<u>657,893</u>	<u>0</u>	<u>757,793</u>
<b>EXPENDITURES</b>				
<b>Current</b>				
Public Safety	21,250			21,250
Culture and Recreation	24,700			24,700
<b>Debt Service</b>				
Principal		1,435,000		1,435,000
Interest and Other Charges		107,796		107,796
<b>Capital Outlay</b>				
Public Works			274,215	274,215
Economic Development	102,179			102,179
Total Expenditures	<u>148,129</u>	<u>1,542,796</u>	<u>274,215</u>	<u>1,965,140</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(48,229)	(884,903)	(274,215)	(1,207,347)
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers In	500	572,035	4,766,733	5,339,268
Net Change in Fund Balances	<u>(47,729)</u>	<u>(312,868)</u>	<u>4,492,518</u>	<u>4,131,921</u>
FUND BALANCE, BEGINNING OF YEAR	<u>411,279</u>	<u>1,448,839</u>	<u>(3,949,150)</u>	<u>(2,089,032)</u>
FUND BALANCE, END OF YEAR	<u>\$ 363,550</u>	<u>\$ 1,135,971</u>	<u>\$ 543,368</u>	<u>\$ 2,042,889</u>

CITY OF WAITE PARK, MINNESOTA  
 COMBINING BALANCE SHEET  
 NONMAJOR GOVERNMENTAL FUNDS - SPECIAL REVENUE  
 DECEMBER 31, 2015

	2002 DTED Rehabilitation Grant (103)	Park Land Development (807)	Charitable Gambling (815)	Drug Forfeiture (816)	DWI Forfeiture (817)	Forfeitures (818, 820)	Total
<b>ASSETS</b>							
Cash and Investments	\$ 1,999	\$ 236,069	\$ 48,333	\$ 3,002	\$ 18,537	\$ 5,142	\$ 313,082
Receivables		50,815					50,815
Total Assets	<u>\$ 1,999</u>	<u>\$ 286,884</u>	<u>\$ 48,333</u>	<u>\$ 3,002</u>	<u>\$ 18,537</u>	<u>\$ 5,142</u>	<u>\$ 363,897</u>
<b>LIABILITIES</b>							
Accounts Payable						\$ 347	\$ 347
<b>FUND BALANCE</b>							
Restricted							
Loan Program	1,999						1,999
Assigned							
Capital Outlay				3,002	18,537	4,795	26,334
Park Land Development		286,884					286,884
Fund Operations			48,333				48,333
Total Fund Balance	<u>1,999</u>	<u>286,884</u>	<u>48,333</u>	<u>3,002</u>	<u>18,537</u>	<u>4,795</u>	<u>363,550</u>
Total Liabilities And Fund Balance	<u>\$ 1,999</u>	<u>\$ 286,884</u>	<u>\$ 48,333</u>	<u>\$ 3,002</u>	<u>\$ 18,537</u>	<u>\$ 5,142</u>	<u>\$ 363,897</u>

CITY OF WAITE PARK, MINNESOTA

COMBINING BALANCE SHEET  
NONMAJOR GOVERNMENTAL FUNDS - DEBT SERVICE  
DECEMBER 31, 2015

	\$2,425,000 G.O. TIF Bonds of 2009C (916)	\$215,000 G.O. Equipment Certificates of Indebtedness of 2010B (321)	\$1,810,000 G.O. Improvement Refunding Bonds of 2010C (322)	\$1,395,000 G.O. Improvement Crossover Refunding Bonds of 2011A (323)	G.O. Equipment Certificates of 2013C (325)	Total
<b>ASSETS</b>						
Cash and Investments	\$	\$ 4,529	\$ 677,544	\$ 429,512	\$ 14,499	\$ 1,126,084
Receivables						
Delinquent Taxes		632	2,570	2,823	583	6,608
Special Assessments						
Delinquent	10,008					10,008
Deferred	316,393		314,153	358,760		989,306
Due from Other Governments	1,886	247	3,910	4,450	290	10,783
<b>Total Assets</b>	<b>\$ 328,287</b>	<b>\$ 5,408</b>	<b>\$ 998,177</b>	<b>\$ 795,545</b>	<b>\$ 15,372</b>	<b>\$ 2,142,789</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE</b>						
<b>Liabilities</b>						
Accounts Payable	\$	\$	\$	\$ 448	\$ 448	\$ 896
<b>Deferred Inflows of Resources</b>						
Unavailable Revenue						
Delinquent Taxes		632	2,570	2,823	583	6,608
Special Assessments	326,401		314,153	358,760		999,314
<b>Total Deferred Inflows     of Resources</b>	<b>326,401</b>	<b>632</b>	<b>316,723</b>	<b>361,583</b>	<b>583</b>	<b>1,005,922</b>
<b>Fund Balance</b>						
Restricted for Debt Service	1,886	4,776	681,454	433,514	14,341	1,135,971
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<b>\$ 328,287</b>	<b>\$ 5,408</b>	<b>\$ 998,177</b>	<b>\$ 795,545</b>	<b>\$ 15,372</b>	<b>\$ 2,142,789</b>

CITY OF WAITE PARK, MINNESOTA

COMBINING BALANCE SHEET  
 NONMAJOR GOVERNMENTAL FUNDS - CAPITAL PROJECTS  
 DECEMBER 31, 2015

	18th Ave South (440)	2013 Capital Improvements (441)	Total
<b>ASSETS</b>			
Cash and Investments	\$ 145,749	\$ 401,223	\$ 546,972
<b>LIABILITIES AND FUND BALANCE</b>			
<b>Liabilities</b>			
Accounts Payable	\$ 3,604	\$	\$ 3,604
<b>Fund Balance</b>			
Assigned			
Regional Capital Improvement Projects	142,145	401,223	543,368
Total Liabilities and Fund Balance	\$ 145,749	\$ 401,223	\$ 546,972

CITY OF WAITE PARK, MINNESOTA

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 NONMAJOR GOVERNMENTAL FUNDS - SPECIAL REVENUE  
 YEAR ENDED DECEMBER 31, 2015

	2002 DTED Rehabilitation Grant (103)	Park Land Development (807)	Charitable Gambling (815)	Drug Forfeiture (816)	DWI Forfeiture (817)	Forfeitures (818, 820)	Tax Increment District No. 7 (914)	Total
<b>REVENUES</b>								
Fines and Forfeitures	\$	\$	\$	\$	\$ 18,840	\$ 1,435	\$	\$ 20,275
Miscellaneous								
Investment Income	1	82	43	1	5	2		134
Contributions and Donations		35,343	42,166	1,982				79,491
Total Revenues	<u>1</u>	<u>35,425</u>	<u>42,209</u>	<u>1,983</u>	<u>18,845</u>	<u>1,437</u>	<u>0</u>	<u>99,900</u>
<b>EXPENDITURES</b>								
<b>Current</b>								
Public Safety			5,264	1,829	12,855	1,302		21,250
Culture and Recreation			24,700					24,700
Economic Development							102,179	102,179
Total Expenditures	<u>0</u>	<u>0</u>	<u>29,964</u>	<u>1,829</u>	<u>12,855</u>	<u>1,302</u>	<u>102,179</u>	<u>148,129</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	1	35,425	12,245	154	5,990	135	(102,179)	(48,229)
<b>OTHER FINANCING SOURCES (USES)</b>								
Transfers In						500		500
Net Change in Fund Balances	<u>1</u>	<u>35,425</u>	<u>12,245</u>	<u>154</u>	<u>5,990</u>	<u>635</u>	<u>(102,179)</u>	<u>(47,729)</u>
FUND BALANCE, BEGINNING OF YEAR	<u>1,998</u>	<u>251,459</u>	<u>36,088</u>	<u>2,848</u>	<u>12,547</u>	<u>4,160</u>	<u>102,179</u>	<u>411,279</u>
FUND BALANCE, END OF YEAR	<u>\$ 1,999</u>	<u>\$ 286,884</u>	<u>\$ 48,333</u>	<u>\$ 3,002</u>	<u>\$ 18,537</u>	<u>\$ 4,795</u>	<u>\$ 0</u>	<u>\$ 363,550</u>

CITY OF WAITE PARK, MINNESOTA

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 NONMAJOR GOVERNMENTAL FUNDS - DEBT SERVICE  
 YEAR ENDED DECEMBER 31, 2015

	\$4,330,000 G.O. TIF Refunding Bonds of 2009A (915)	\$2,425,000 G.O. TIF Bonds of 2009C (916)	\$215,000 G.O. Equipment Certificates of Indebtedness of 2010B (321)	\$1,810,000 G.O. Improvement Refunding Bonds of 2010C (322)	\$1,395,000 G.O. Improvement Crossover Refunding Bonds of 2011A (323)	G.O. Equipment Certificates of 2013C (325)	Total
<b>REVENUES</b>							
Property Taxes	\$	\$	\$ 47,473	\$ 168,183	\$ 195,887	\$ 54,556	\$ 466,099
Special Assessments		1,886		61,703	127,680		191,269
Miscellaneous							
Investment Income		51	4	287	179	4	525
Total Revenues	0	1,937	47,477	230,173	323,746	54,560	657,893
<b>EXPENDITURES</b>							
Debt Service							
Principal	540,000	150,000	45,000	325,000	330,000	45,000	1,435,000
Interest and Other Charges	16,307	64,480	1,103	6,500	16,343	3,063	107,796
Total Expenditures	556,307	214,480	46,103	331,500	346,343	48,063	1,542,796
Excess (Deficiency) of Revenues Over (Under) Expenditures	(556,307)	(212,543)	1,374	(101,327)	(22,597)	6,497	(884,903)
<b>OTHER FINANCING SOURCES (USES)</b>							
Transfers In	556,470	15,565					572,035
Net Change in Fund Balances	163	(196,978)	1,374	(101,327)	(22,597)	6,497	(312,868)
FUND BALANCE, BEGINNING OF YEAR	(163)	198,864	3,402	782,781	456,111	7,844	1,448,839
FUND BALANCE, END OF YEAR	\$ 0	\$ 1,886	\$ 4,776	\$ 681,454	\$ 433,514	\$ 14,341	\$ 1,135,971

CITY OF WAITE PARK, MINNESOTA

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 NONMAJOR GOVERNMENTAL FUNDS - CAPITAL PROJECTS  
 YEAR ENDED DECEMBER 31, 2015

	River's Edge (434)	18th Ave South (440)	2013 Capital Improvements (441)	Total
<b>EXPENDITURES</b>				
Capital Outlay				
Public Works	\$ 16,896	\$ 234,375	\$ 22,944	\$ 274,215
Excess (Deficiency) of Revenues Over (Under) Expenditures	(16,896)	(234,375)	(22,944)	(274,215)
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers In	16,896	2,735,531	2,014,306	4,766,733
Net Change in Fund Balances	0	2,501,156	1,991,362	4,492,518
FUND BALANCE, BEGINNING OF YEAR		(2,359,011)	(1,590,139)	(3,949,150)
FUND BALANCE, END OF YEAR	\$ 0	\$ 142,145	\$ 401,223	\$ 543,368

CITY OF WAITE PARK, MINNESOTA

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 BUDGET AND ACTUAL  
 GENERAL FUND  
 YEAR ENDED DECEMBER 31, 2015

	Budgeted Amounts		Actual	Over (Under)
	Original	Final		Final Budget
<b>REVENUES</b>				
<b>Taxes</b>				
Property	\$ 5,146,472	\$ 5,146,472	\$ 5,636,877	\$ 490,405
Gravel	90,000	90,000	112,805	22,805
Franchise	100,000	100,000	101,339	1,339
Total Taxes	<u>5,336,472</u>	<u>5,336,472</u>	<u>5,851,021</u>	<u>514,549</u>
Licenses and Permits	62,950	62,950	74,032	11,082
<b>Intergovernmental</b>				
Police Aid	80,000	80,000	110,994	30,994
COPS Grant			46,256	46,256
Highway Maintenance Aid	12,977	12,977	26,730	13,753
PERA Aid	3,052	3,052	3,052	
Other Grants and Aids	44,180	44,180	95,100	50,920
Total Intergovernmental	<u>140,209</u>	<u>140,209</u>	<u>282,132</u>	<u>141,923</u>
<b>Charges for Services</b>				
General Government	16,300	16,300	23,396	7,096
Public Safety	139,400	139,400	201,549	62,149
Total Charges for Services	<u>155,700</u>	<u>155,700</u>	<u>224,945</u>	<u>69,245</u>
Fines and Forfeitures	90,100	90,100	79,533	(10,567)
<b>Miscellaneous</b>				
Investment Income	15,000	15,000	11,415	(3,585)
Contributions and Donations	2,700	2,700	30,298	27,598
Refunds and Reimbursements	83,400	83,400	90,159	6,759
Other	800	800	2,609	1,809
Total Miscellaneous	<u>101,900</u>	<u>101,900</u>	<u>134,481</u>	<u>32,581</u>
Total Revenues	<u>5,887,331</u>	<u>5,887,331</u>	<u>6,646,144</u>	<u>758,813</u>

CITY OF WAITE PARK, MINNESOTA

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 BUDGET AND ACTUAL  
 GENERAL FUND  
 YEAR ENDED DECEMBER 31, 2015

	Budgeted Amounts		Actual	Over (Under)
	Original	Final		Final Budget
<b>EXPENDITURES</b>				
<b>Current</b>				
<b>General Government</b>				
Mayor and Council	\$ 46,280	\$ 46,280	\$ 50,441	\$ 4,161
Administrative and Finance	951,200	951,200	879,743	(71,457)
Elections	10,275	10,275	1,349	(8,926)
Other	64,845	64,845	71,447	6,602
Total General Government	1,072,600	1,072,600	1,002,980	(69,620)
<b>Public Safety</b>				
Police	2,455,275	2,455,275	2,272,253	(183,022)
Fire	240,575	240,575	208,969	(31,606)
Other	261,465	261,465	222,739	(38,726)
Total Public Safety	2,957,315	2,957,315	2,703,961	(253,354)
<b>Public Works</b>				
Streets and Highways	1,262,425	1,262,425	1,073,831	(188,594)
<b>Sanitation</b>				
Garbage and Other Refuse	350,700	350,700	350,276	(424)
Weed Control	32,900	32,900	25,219	(7,681)
Total Sanitation	383,600	383,600	375,495	(8,105)
Culture and Recreation	273,150	273,150	253,775	(19,375)
Total Current	5,949,090	5,949,090	5,410,042	(539,048)
<b>Debt Service</b>				
Principal	47,812	47,812	47,812	
Interest and Other Charges	4,979	4,979	4,979	
Total Debt Service	52,791	52,791	52,791	0
<b>Capital Outlay</b>				
General Government	36,000	36,000	486,336	450,336
Public Safety	219,450	219,450	188,161	(31,289)
Public Works	196,500	196,500	470,923	274,423
Culture and Recreation			35,887	35,887
Total Capital Outlay	451,950	451,950	1,181,307	729,357
Total Expenditures	6,453,831	6,453,831	6,644,140	190,309
Excess (Deficiency) of Revenues				
Over (Under) Expenditures	(566,500)	(566,500)	2,004	568,504

CITY OF WAITE PARK, MINNESOTA

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 BUDGET AND ACTUAL  
 GENERAL FUND  
 YEAR ENDED DECEMBER 31, 2015

	Budgeted Amounts		Actual	Over (Under) Final Budget
	Original	Final		
OTHER FINANCING SOURCES (USES)				
Proceeds from Sale of Capital Assets	\$ 1,500	\$ 1,500	\$ 2,668	\$ 1,168
Transfers Out			(17,396)	(17,396)
Total Other Financing Sources (Uses)	<u>1,500</u>	<u>1,500</u>	<u>(14,728)</u>	<u>(16,228)</u>
Net Change in Fund Balances	<u>\$ (565,000)</u>	<u>\$ (565,000)</u>	(12,724)	<u>\$ 552,276</u>
FUND BALANCE, BEGINNING OF YEAR			<u>5,617,442</u>	
FUND BALANCE, END OF YEAR			<u>\$ 5,604,718</u>	

**FINANCIAL SCHEDULES**

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF LONG-TERM DEBT  
DECEMBER 31, 2015

	Issue Date	Interest Rates	Original Issue	Final Maturity	Balance Outstanding	Due Within One Year
<b>Governmental Activities</b>						
<b>Tax Increment Bonds</b>						
G.O. Tax Increment Crossover Refunding Bonds, Series 2014A	08/15/14	2.00%-2.50%	1,685,000	12/15/24	\$ 1,685,000	\$ 170,000
<b>Special Assessment Bonds</b>						
G.O. Improvement Crossover Refunding Bonds, Series 2010A	04/01/10	3.00%-3.50%	6,885,000	12/01/23	3,690,000	825,000
G.O. Improvement Crossover Refunding Bonds, Series 2011A	12/15/11	2.00%	1,395,000	12/01/17	440,000	325,000
G.O. Improvement Bonds, Series 2013B	11/15/13	2.00%-3.10%	4,720,000	12/01/26	4,150,000	380,000
<b>G.O. Certificates of Indebtedness</b>						
G.O. Equipment Certificates of Indebtedness, Series 2013C	11/15/13	0.90%-1.60%	250,000	12/15/18	160,000	50,000
Net Pension Liability					2,304,819	
Compensated Absences					961,990	211,000
Other Postemployment Benefits Payable					217,213	
Capital Leases Payable					50,239	50,239
Unamortized Bond Discount					(26,788)	(3,122)
Unamortized Bond Premium					264,882	37,180
Total Governmental Activities					<u>13,897,355</u>	<u>2,045,297</u>
<b>Business-Type Activities</b>						
<b>G.O. Revenue Bonds</b>						
G.O. Refunding Bonds, Series 2013A	11/15/13	2.00%-3.00%	4,170,000	12/01/24	3,490,000	355,000
Unamortized Bond Premium					84,614	9,534
Net Pension Liability					112,103	
Compensated Absences					210,602	55,000
Other Postemployment Benefits Payable					29,620	
Total Business-Type Activities					<u>3,926,939</u>	<u>419,534</u>
Total All Long-Term Debt					<u>\$ 17,824,294</u>	<u>\$ 2,464,831</u>

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF BOND AND INTEREST MATURITIES AND TAX LEVIES/SALES TAX  
DECEMBER 31, 2015

	Maturities			Year Collectible	Tax Levies/ Sales Tax
	Principal	Interest	Total		
<b>TAX INCREMENT BONDS:</b>					
2014A G.O. Tax Increment Refunding Bonds (917):					
06/15/16	\$	\$ 17,907	\$ 17,907		\$
12/15/16	170,000	17,908	187,908	2016	
06/15/17		16,207	16,207		
12/15/17	175,000	16,208	191,208	2017	
06/15/18		14,457	14,457		
12/15/18	180,000	14,458	194,458	2018	
06/15/19		12,657	12,657		
12/15/19	185,000	12,658	197,658	2019	
06/15/20		10,807	10,807		
12/15/20	185,000	10,808	195,808	2020	
06/15/21		8,957	8,957		
12/15/21	190,000	8,958	198,958	2021	
06/15/22		7,057	7,057		
12/15/22	195,000	7,058	202,058	2022	
06/15/23		4,912	4,912		
12/15/23	200,000	4,913	204,913	2023	
06/15/24		2,562	2,562		
12/15/24	205,000	2,563	207,563	2024	
Total 2014C G.O. Tax Increment Refunding Bonds	<u>\$ 1,685,000</u>	<u>\$ 191,055</u>	<u>\$ 1,876,055</u>		<u>\$ 0</u>
<b>SPECIAL ASSESSMENT BONDS:</b>					
2010A G.O. Refunding Bonds (320):					
06/01/16	\$	\$ 56,917	\$ 56,917		\$
12/01/16	825,000	56,918	881,918	2016	705,000
06/01/17		44,542	44,542		
12/01/17	865,000	44,543	909,543	2017	705,000
06/01/18		31,567	31,567		
12/01/18	855,000	31,568	886,568	2018	705,000
06/01/19		18,742	18,742		
12/01/19	245,000	18,743	263,743	2019	25,000
06/01/20		15,067	15,067		
12/01/20	230,000	15,068	245,068	2020	25,000
06/01/21		11,387	11,387		
12/01/21	225,000	11,388	236,388	2021	25,000
06/01/22		7,675	7,675		
12/01/22	225,000	7,675	232,675	2022	25,000
06/01/23		3,850	3,850		
12/01/23	220,000	3,850	223,850	2023	25,200
Total 2010A G.O. Refunding Bonds	<u>\$ 3,690,000</u>	<u>\$ 379,500</u>	<u>\$ 4,069,500</u>		<u>\$ 2,240,200</u>

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF BOND AND INTEREST MATURITIES AND TAX LEVIES/SALES TAX  
DECEMBER 31, 2015

	Maturities			Year Collectible	Tax Levies/ Sales Tax
	Principal	Interest	Total		
<b>SPECIAL ASSESSMENT BONDS</b>					
(Cont'd):					
2011A G.O. Crossover Refunding Bonds (323):					
06/01/16	\$	\$ 4,400	\$ 4,400		\$
12/01/16	325,000	4,400	329,400	2016	201,000
06/01/17		1,150	1,150		
12/01/17	115,000	1,150	116,150	2017	18,000
Total 2011A G.O. Crossover Refunding Bonds	<u>\$ 440,000</u>	<u>\$ 11,100</u>	<u>\$ 451,100</u>		<u>\$ 219,000</u>
2013B G.O. Improvement Bonds (324):					
06/15/16	\$	\$ 52,600	\$ 52,600		\$
12/30/16	380,000	52,600	432,600	2016	356,000
06/15/17		48,800	48,800		
12/30/17	385,000	48,800	433,800	2017	356,000
06/15/18		44,950	44,950		
12/30/18	390,000	44,950	434,950	2018	356,000
06/15/19		41,050	41,050		
12/30/19	395,000	41,050	436,050	2019	356,000
06/15/20		37,100	37,100		
12/30/20	400,000	37,100	437,100	2020	300,000
06/15/21		32,100	32,100		
12/30/21	400,000	32,100	432,100	2021	300,000
06/15/22		27,100	27,100		
12/30/22	400,000	27,100	427,100	2022	300,000
06/15/23		21,100	21,100		
12/30/23	400,000	21,100	421,100	2023	275,000
06/15/24		15,100	15,100		
12/30/24	400,000	15,100	415,100	2024	275,000
06/15/25		9,100	9,100		
12/30/25	400,000	9,100	409,100	2025	275,000
06/15/26		3,100	3,100		
12/30/26	200,000	3,100	203,100	2026	70,000
Total 2013B G.O. Improvement Bonds	<u>\$ 4,150,000</u>	<u>\$ 664,200</u>	<u>\$ 4,814,200</u>		<u>\$ 3,219,000</u>
<b>G.O. EQUIPMENT CERTIFICATES:</b>					
2013C G.O. Equipment Certificates (325):					
06/15/16	\$	\$ 1,105	\$ 1,105		\$
12/15/16	50,000	1,105	51,105	2016	54,000
06/15/17		880	880		
12/15/17	55,000	880	55,880	2017	54,000
06/15/18		440	440		
12/15/18	55,000	440	55,440	2018	54,000
Total 2013C G.O. Equipment Certificates	<u>\$ 160,000</u>	<u>\$ 4,850</u>	<u>\$ 164,850</u>		<u>\$ 162,000</u>

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF BOND AND INTEREST MATURITIES AND TAX LEVIES/SALES TAX  
DECEMBER 31, 2015

	Maturities			Year Collectible	Tax Levies/ Sales Tax
	Principal	Interest	Total		
G.O. REVENUE BONDS:					
2013A G.O. Refunding Bonds					
(Water Fund Portion) (703):					
06/15/16	\$	\$ 43,100	\$ 43,100		\$
12/15/16	355,000	43,100	398,100	2016	
06/15/17		39,550	39,550		
12/15/17	360,000	39,550	399,550	2017	
06/15/18		35,950	35,950		
12/15/18	370,000	35,950	405,950	2018	
06/15/19		32,250	32,250		
12/15/19	375,000	32,250	407,250	2019	
06/15/20		28,500	28,500		
12/15/20	385,000	28,500	413,500	2020	
06/15/21		23,687	23,687		
12/15/21	395,000	23,688	418,688	2021	
06/15/22		18,750	18,750		
12/15/22	405,000	18,750	423,750	2022	
06/15/23		12,675	12,675		
12/15/23	415,000	12,675	427,675	2023	
06/15/24		6,450	6,450		
12/15/24	430,000	6,450	436,450	2024	
Total 2013A G.O. Refunding Bonds (Water Fund Portion)	<u>\$ 3,490,000</u>	<u>\$ 481,825</u>	<u>\$ 3,971,825</u>		<u>\$ 0</u>

CITY OF WAITE PARK, MINNESOTA

STATEMENT OF DIRECT AND OVERLAPPING DEBT  
GOVERNMENTAL ACTIVITIES  
DECEMBER 31, 2015

Governmental Unit	Debt Outstanding	City's Share	
		Estimated Percentage (1)	Amount
School District 742	\$ 95,715,000	13.15%	\$ 12,585,666
Stearns County	24,390,000	5.90%	<u>1,438,517</u>
Total Overlapping Debt			14,024,183
City of Waite Park Direct Debt			<u>13,455,000</u>
Total Direct and Overlapping Debt			<u>\$ 27,479,183</u>

Source: Stearns County Auditor

(1) The percentage of overlapping debt is estimated by taking the City's tax capacity divided by the overlapping governmental units' tax capacity.

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the City of Waite Park. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the City of Waite Park. This process recognizes that, when considering the City of Waite Park's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account.

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COMPLIANCE SECTION

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INDEPENDENT AUDITOR'S REPORT ON MINNESOTA LEGAL COMPLIANCE

Honorable Mayor and Members of the City Council  
City of Waite Park  
Waite Park, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States the financial statements of the governmental activities, business-type activities, each major fund and the aggregate remaining fund information of the City of Waite Park, Minnesota, as of and for the year ended December 31, 2015, and the related notes to the financial statements, and have issued our report thereon dated August 1, 2016.

The *Minnesota Legal Compliance Audit Guide for Cities*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, contains seven categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing. Our audit considered all of the listed categories.

In connection with our audit, nothing came to our attention that caused us to believe that the City failed to comply with the provisions of the *Minnesota Legal Compliance Audit Guide for Cities*. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the City's noncompliance with the above referenced provisions.

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. Accordingly, this communication is not suitable for any other purpose.

*Conway, Deuth & Schmiesing, PLLP*

CONWAY, DEUTH & SCHMIESING, PLLP  
Certified Public Accountants  
Litchfield, Minnesota

August 1, 2016

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Mayor and Members of the City Council
City of Waite Park
Waite Park, Minnesota

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Waite Park, Minnesota, as of and for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated August 1, 2016.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Table with 5 columns: Willmar Office, Benson Office, Morris Office, Litchfield Office, St. Cloud-Sartell Office. Each column lists address, phone, and fax numbers.

## Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Conway, Deuth & Schmiesing, PLLP

CONWAY, DEUTH & SCHMIESING, PLLP  
Certified Public Accountants  
Litchfield, Minnesota

August 1, 2016

**Council Approvals**  
**08/01/16**

Fund Transfers & Closures

TIF District #2 to 2001 TIF Bonds Debt Service Fund	917,521.60
TIF District #2 to 2009A G.O. TIF Refunding Bonds Fund	556,470.00
TIF District #2 to 2009C G.O. TIF Bonds Fund	15,565.99
TIF District #2 to 2014A G.O. TIF Refunding Bonds Fund	133.81
Local Sales Tax Fund to 2010A G.O. Refunding Bonds Fund	678,000.00
2013B G.O Improvement Bonds Fund to 18 <sup>th</sup> Ave South Fund	2,735,531.00
2013B G.O Improvement Bonds Fund to 2013 Capital Improve Fund	2,014,306.00
General Fund to River's Edge Park Fund	16,895.88
General Fund to Trafficking Forfeiture Fund	500.00
Local Sales Tax Fund to 17 <sup>th</sup> Ave South Fund	1,745,000.00
Water Fund to General Fund	100,000.00

**Agenda Item No. 3**

Issue: Public Works Facility Plans/Specs and Bids

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**BACKGROUND:**

The City has been working with Oertel Architects on the design of a new proposed public works facility. The facility is planned to be constructed on the corner of County Rd #137 and the new 17<sup>th</sup> Avenue. Also planned for this same property is a future Fire Station.

Enclosed are copies of the plans for the public works facility, along with the proposed cost estimates. The next step in the process to move this project forward would be to consider authorizing Oertel Architects to prepare plans and specifications and authorize them to go out for bid on this project.

The plan would be to have a bid opening on this project August 25<sup>th</sup> with council review of the bids in early September. If approved, work could begin on the public works facility in mid-September and construction would be estimated to be completed in October of 2017.

**REQUIRED ACTION:**

Approve or deny the Public Works Facility Plans and Specifications and authorize going out for bids on the project.

**STAFF RECOMMENDATION:**

Approve the Public Works Facility Plans and Specifications and authorize going out for bids on the project.

**SUGGESTED MOTION:**

Council member \_\_\_\_\_ moved to approve OR deny the Public Works Facility Plans and Specifications and authorize going out for bids on the project.

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Council member \_\_\_\_\_ seconded the motion.

**ROLL CALL**

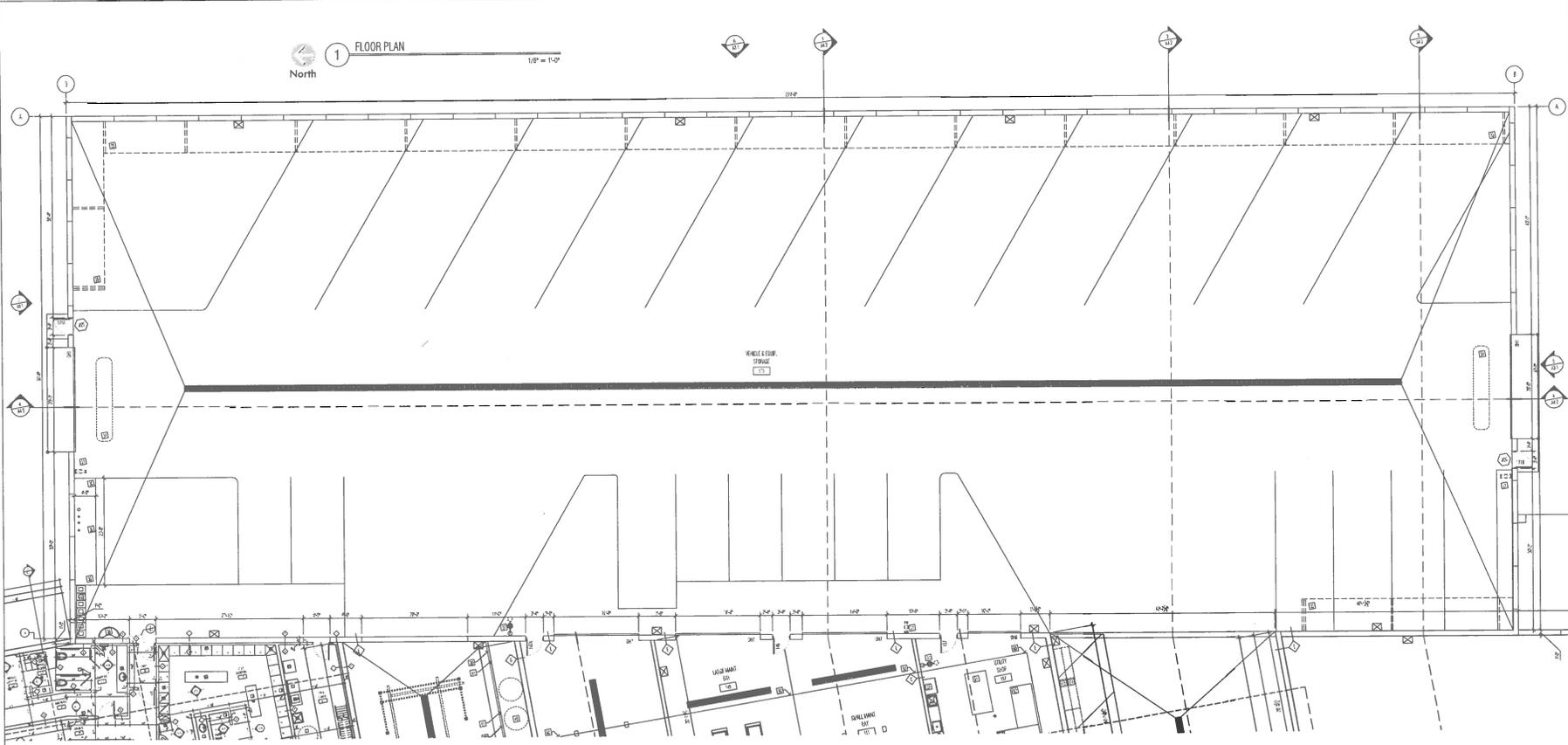
Councilmember Charles Schneider \_\_\_\_\_  
Councilmember Vic Schulz \_\_\_\_\_  
Councilmember Mike Linqvist \_\_\_\_\_  
Councilmember Frank Theisen \_\_\_\_\_  
Mayor Richard E. Miller \_\_\_\_\_

Motion (Approved) (Denied)

July 8, 2016

**WAITE PARK PUBLIC WORKS- FINAL COST ESTIMATE**

Sitework	\$800,000.00
G.C., P & O	\$710,000.00
Concrete	\$510,000.00
Precast concrete walls	\$920,000.00
Precast plank	\$25,000.00
Concrete Masonry Units (CMU)	\$170,000.00
Stone	\$50,000.00
Steel	\$750,000.00
Carpentry	\$110,000.00
Millwork, counters	\$28,000.00
Roofing	\$480,000.00
Doors, frames, hardware	\$55,000.00
Overhead door and coiling door	\$120,000.00
Operable partition	\$30,000.00
Aluminum entrance, storefront, clerestory	\$175,000.00
Framing and gypsum board	\$95,000.00
Tile	\$16,000.00
Ceiling	\$8,000.00
Flooring	\$8,000.00
Painting	\$75,000.00
Toilet partitions and accessories	\$12,000.00
Lockers	\$18,000.00
Miscellaneous items	\$30,000.00
Wash bay equipment	\$150,000.00
Lifts, crane, equipment	\$250,000.00
Fire protection	\$145,000.00
Plumbing	\$720,000.00
HVAC & lube system	\$790,000.00
Electrical	\$810,000.00
<b>Building and site sub-total</b>	<b>\$8,060,000.00</b>
Salt building	\$80,000.00
A/E fees	\$570,000.00
Low voltage/ security	\$40,000.00
Inspection/ testing	\$40,000.00
Furniture	\$60,000.00
<b>Sub-total</b>	<b>\$790,000.00</b>
Land Allowance	\$1,000,000.00
Contingency	\$150,000.00
<b>Sub-total</b>	<b>\$1,150,000.00</b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$10,000,000.00</b>



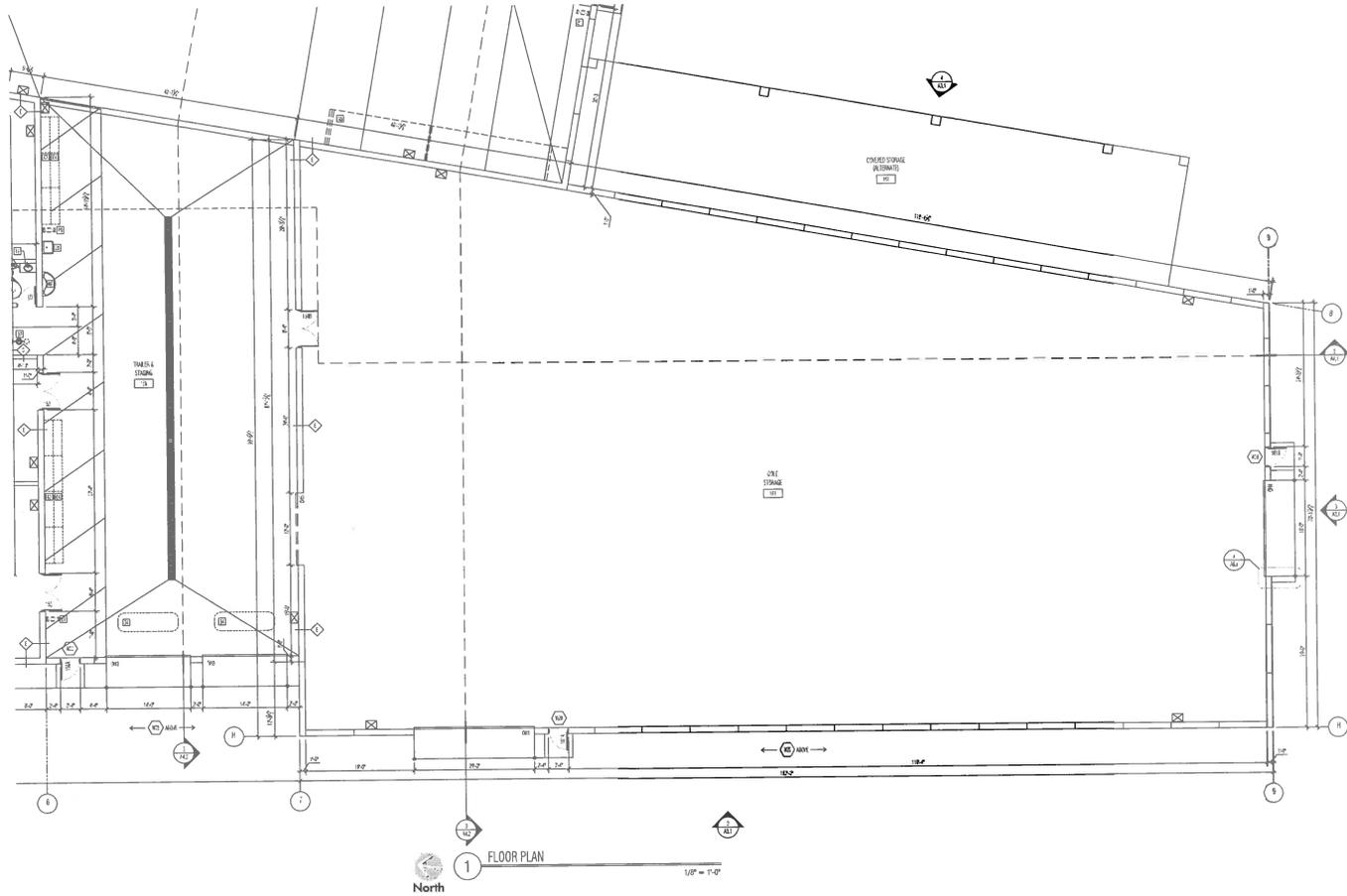
**GENERAL NOTES**  
 GOVERN BY ARCHITECTURAL, STRUCTURAL, MECHANICAL, ELECTRICAL, PLUMBING AND PILING DRAWINGS

**WALL TYPES**

<ul style="list-style-type: none"> <li>1. EXTERIOR WALLS WITH FINISH EXTERIOR SURFACES</li> <li>2. INTERIOR WALLS WITH FINISH INTERIOR SURFACES</li> <li>3. CONCRETE WALLS WITH FINISH INTERIOR SURFACES</li> <li>4. CONCRETE WALLS WITH FINISH EXTERIOR SURFACES</li> <li>5. CONCRETE WALLS WITH FINISH INTERIOR AND EXTERIOR SURFACES</li> <li>6. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>7. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>8. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>9. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>10. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> </ul>	<ul style="list-style-type: none"> <li>11. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>12. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>13. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>14. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>15. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>16. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>17. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>18. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>19. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>20. CONCRETE WALLS WITH FINISH INTERIOR SURFACES AND EXTERIOR SURFACES</li> </ul>
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**BUILDING PLAN NOTES**

<ul style="list-style-type: none"> <li>1. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES</li> <li>2. ALL WALLS TO BE FINISHED WITH EXTERIOR SURFACES</li> <li>3. ALL WALLS TO BE FINISHED WITH INTERIOR AND EXTERIOR SURFACES</li> <li>4. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>5. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>6. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>7. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>8. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>9. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>10. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> </ul>	<ul style="list-style-type: none"> <li>11. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>12. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>13. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>14. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>15. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>16. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>17. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>18. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>19. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> <li>20. ALL WALLS TO BE FINISHED WITH INTERIOR SURFACES AND EXTERIOR SURFACES</li> </ul>
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1 FLOOR PLAN  
 North  
 1/8" = 1'-0"

**GENERAL NOTES**  
 COORDINATE WITH CIVIL, STRUCTURAL, MECHANICAL, AND ELECTRICAL DRAWINGS AND SPECIFICATIONS

**WALL TYPES**

1. CONCRETE MASONRY WALL WITH INTERIOR FINISH	2. CONCRETE MASONRY WALL WITH EXTERIOR FINISH
3. CONCRETE MASONRY WALL WITH INTERIOR FINISH AND EXTERIOR FINISH	4. CONCRETE MASONRY WALL WITH INTERIOR FINISH AND EXTERIOR FINISH AND INSULATION
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**BUILDING PLAN NOTES**

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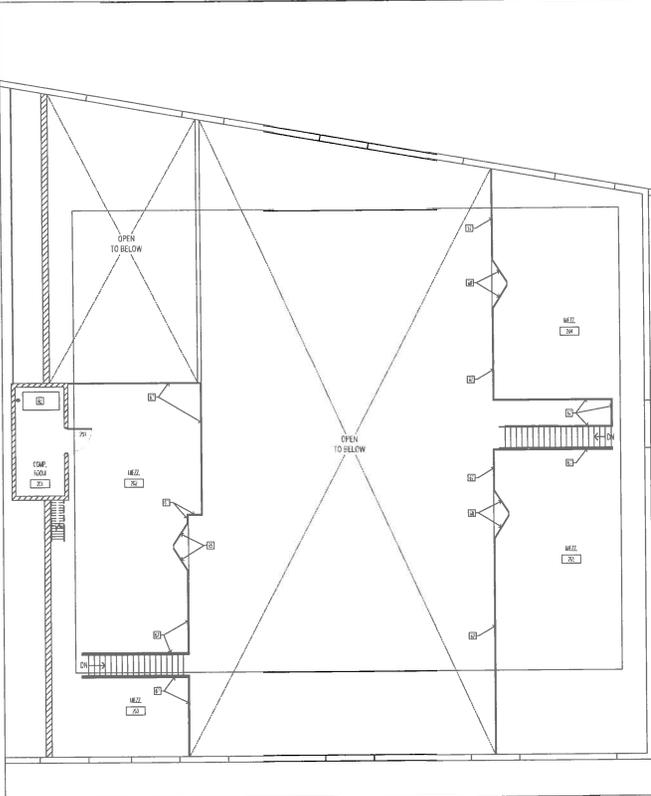
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 DATE OF ISSUE: AUGUST 1, 2016  
 DRAWN BY: EAWW  
 CHECKED BY: JLO

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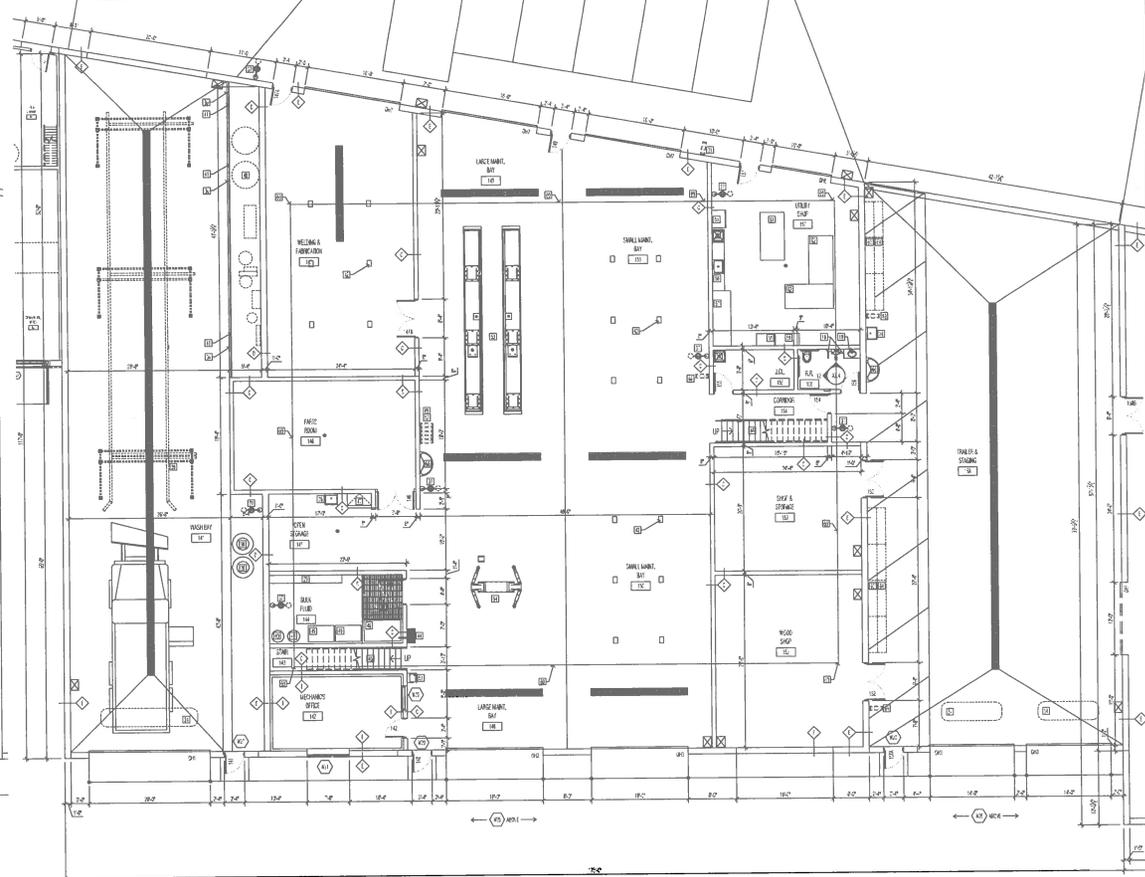
DATE: AUGUST 2, 2016  
 LICENSE #: 15540

**FLOOR PLAN  
 COLD STORAGE &  
 TRAILER / STAGING**

**A1.5**



2 MEZZANINE FLOOR PLAN  
 1/8" = 1'-0"  
 North



1 FLOOR PLAN  
 1/8" = 1'-0"  
 North

**GENERAL NOTES**  
 1. COORDINATE WITH ARCHITECTURAL, MECHANICAL, ELECTRICAL, AND STRUCTURAL DRAWINGS AND SPECIFICATIONS.

**WALL TYPES**

<ul style="list-style-type: none"> <li>1. EXTERIOR WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> <li>2. INTERIOR WALLS - 8" CMU WITH 1" POLYSTYRENE INSULATION</li> <li>3. PARTITION WALLS - 5" GYPSUM BOARD ON METAL STUDS</li> <li>4. GLASS CURTAIN WALLS - 1 1/2" GLASS ON ALUMINUM FRAME</li> <li>5. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> <li>6. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> <li>7. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> <li>8. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> </ul>	<ul style="list-style-type: none"> <li>9. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> <li>10. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> <li>11. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> <li>12. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> <li>13. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> <li>14. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> <li>15. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> <li>16. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> <li>17. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> <li>18. CONCRETE FOUNDATION WALLS - 12" CMU WITH 2" POLYSTYRENE INSULATION</li> </ul>
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**BUILDING PLAN NOTES**

<ul style="list-style-type: none"> <li>1. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>2. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>3. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>4. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>5. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>6. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>7. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>8. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>9. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>10. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> </ul>	<ul style="list-style-type: none"> <li>11. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>12. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>13. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>14. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>15. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>16. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>17. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>18. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>19. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>20. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> </ul>	<ul style="list-style-type: none"> <li>21. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>22. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>23. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>24. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>25. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>26. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>27. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>28. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>29. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> <li>30. FINISH FLOOR - 4" CONCRETE ON 4" GYPSUM BOARD</li> </ul>
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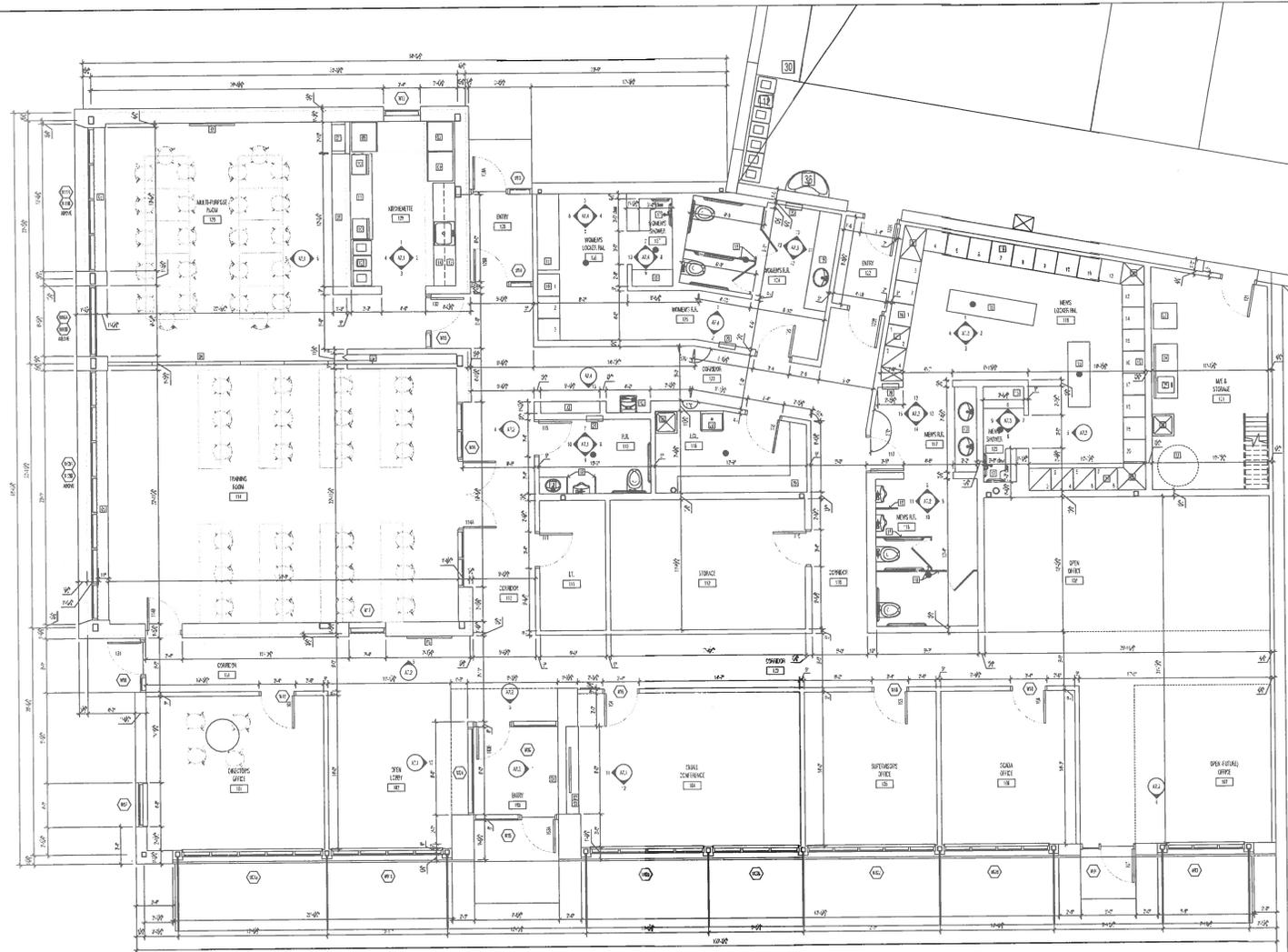
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DATE: AUGUST 2, 2016  
 ISSUE # 15840

**FLOOR PLAN  
 MAINTENANCE AREA  
 & MEZZANINE  
 FLOOR PLAN**

**A1.4**



**GENERAL NOTES**  
 COORDINATE WITH OTHER STRUCTURAL, MECHANICAL, AND ELECTRICAL DRAWINGS AND SPECIFICATIONS

**WALL TYPES**

<ul style="list-style-type: none"> <li>1. 1/2" GYPSUM BOARD ON STUDS</li> <li>2. 5/8" GYPSUM BOARD ON STUDS</li> <li>3. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION</li> <li>4. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED</li> <li>5. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK</li> <li>6. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK</li> <li>7. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK</li> <li>8. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>9. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>10. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> </ul>	<ul style="list-style-type: none"> <li>11. 1/2" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>12. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>13. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>14. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>15. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>16. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>17. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>18. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>19. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>20. 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> </ul>
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**BUILDING PLAN NOTES**

<ul style="list-style-type: none"> <li>1. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON STUDS</li> <li>2. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS</li> <li>3. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION</li> <li>4. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED</li> <li>5. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK</li> <li>6. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK</li> <li>7. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK</li> <li>8. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>9. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>10. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> </ul>	<ul style="list-style-type: none"> <li>11. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON STUDS</li> <li>12. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS</li> <li>13. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION</li> <li>14. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED</li> <li>15. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK</li> <li>16. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK</li> <li>17. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK</li> <li>18. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>19. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> <li>20. ALL WALLS TO BE FINISHED WITH 5/8" GYPSUM BOARD ON STUDS WITH SOUND ATTENUATION AND FIRE RATED WITH GLASS BLOCK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK AND GLASS BRICK</li> </ul>
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PROJECT NUMBER: 15-29  
 DATE OF ISSUE: AUGUST 1, 2016  
 DRAWN BY: EAW  
 CHECKED BY: JLO  
 REVISIONS:

I HEREBY CERTIFY THAT THIS DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED ARCHITECT IN THE STATE OF MINNESOTA

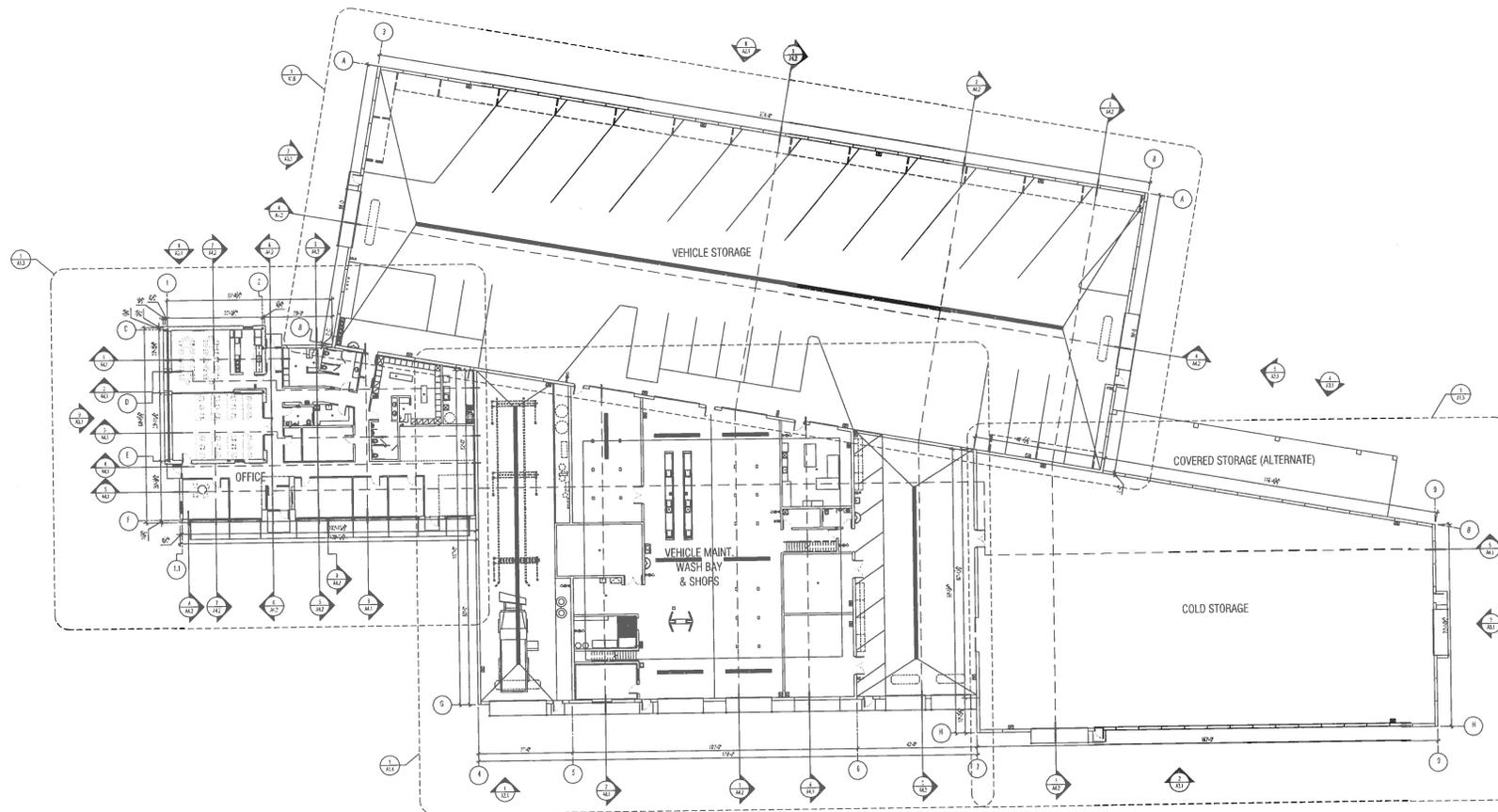
DATE: AUGUST 2, 2016  
 ISSUE # 15040

FLOOR PLAN OFFICE AREA

**A1.3**

PROJECT NAME:  
**City of Waite Park**  
**Public Works**  
**Facility**

WAITE PARK, MN.



PROJECT NUMBER: 15-29  
 DATE OF ISSUE: AUGUST 1, 2014  
 DRAWN BY: EAWW  
 CHECKED BY: J.L.O.  
 REVISIONS:

I HEREBY CERTIFY THAT THIS DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED ARCHITECT IN THE STATE OF MINNESOTA

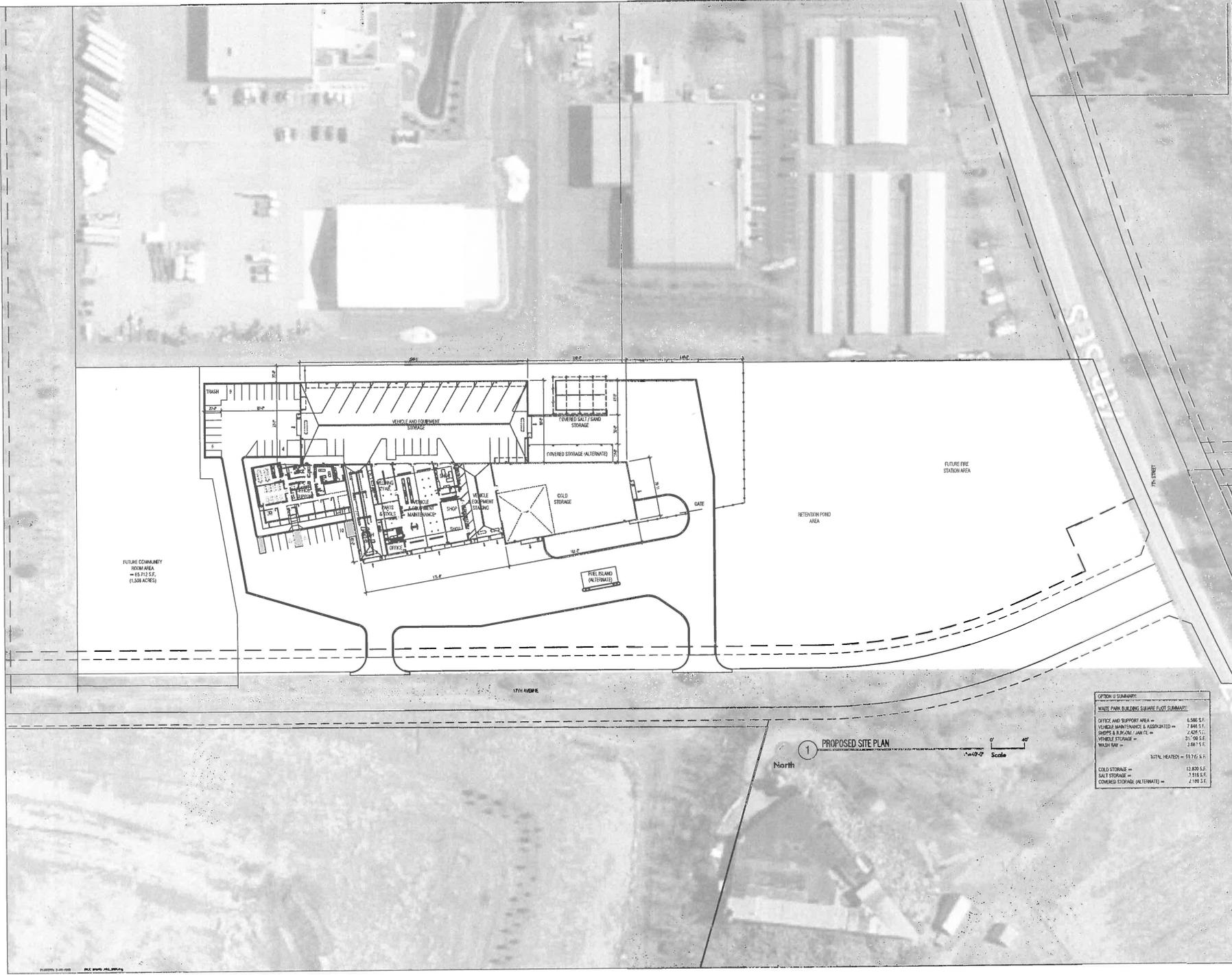
REVISION:  
 DATE: AUGUST 2, 2018  
 DRAWING NO.: 15642

BUILDING PLAN

SHEET NO. **A1.1**


**1** BUILDING PLAN  
 1/16" = 1'-0"

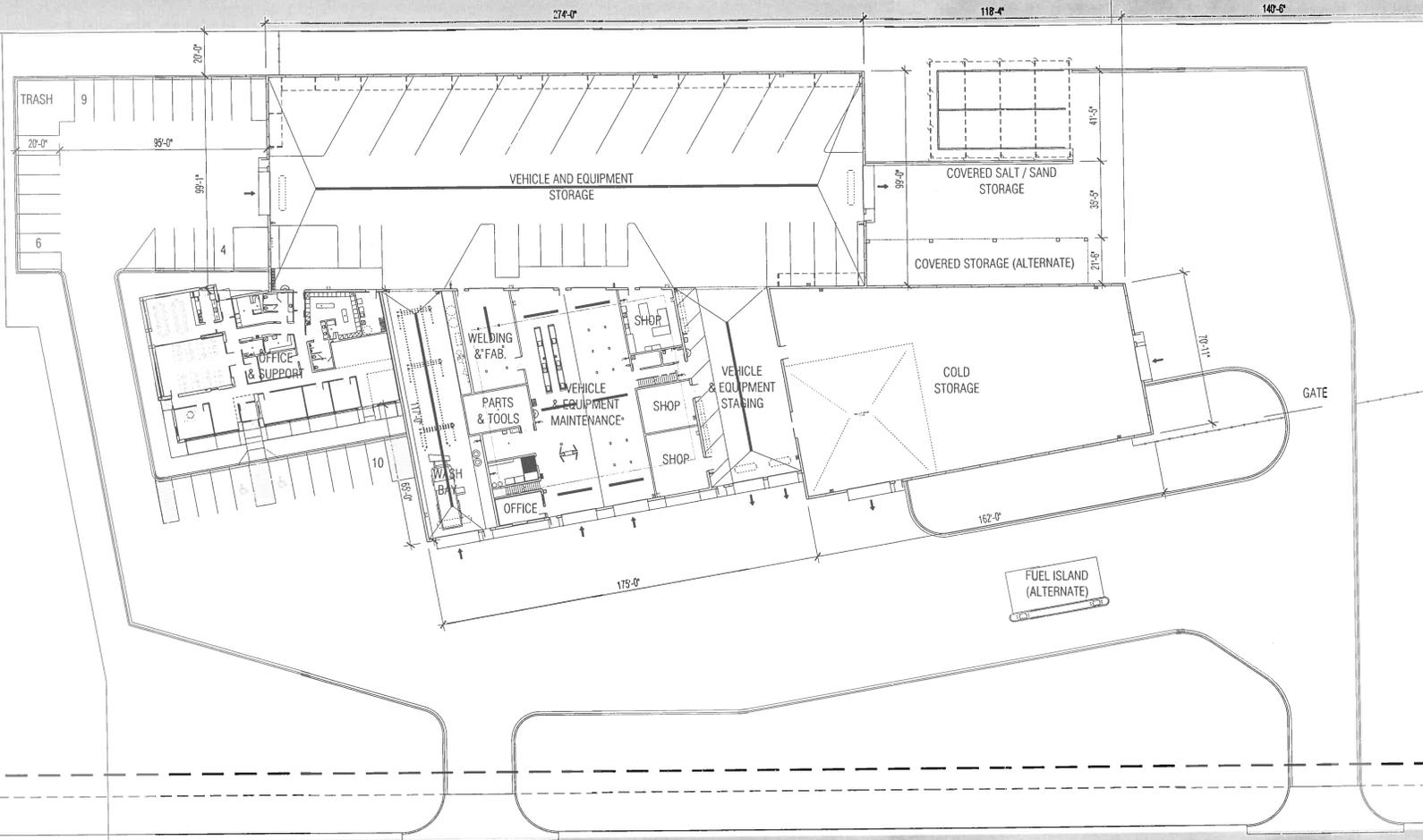
I HEREBY CERTIFY THAT THIS DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED ARCHITECT IN THE STATE OF MINNESOTA



**OPTION 1 SUMMARY:**

**WAITE PARK BUILDING SQUARE FOOT SUMMARY:**

OFFICE AND SUPPORT AREA =	6,586 S.F.
VEHICLE MAINTENANCE & ASSOCIATED =	7,844 S.F.
SHOP & BAY/ON / JAM TE =	2,628 S.F.
VEHICLE STORAGE =	31,000 S.F.
WALK WAY =	2,667 S.F.
<b>TOTAL HEATED =</b>	<b>51,725 S.F.</b>
COLD STORAGE =	13,820 S.F.
SALT STORAGE =	2,516 S.F.
COVERED STORAGE (ALTERNATE) =	2,180 S.F.



PROJECT NUMBER	15-29
DATE OF ISSUE	AUGUST 1, 2016
DRAWN BY	EMW
CHECKED BY	JLO
REVISIONS	

I HEREBY CERTIFY THAT THIS DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED ARCHITECT IN THE STATE OF MINNESOTA

SIGNATURE	
DATE	AUGUST 2, 2016
SCALE	1/8"=1'-0"

SHEET NAME  
**PROPOSED SITE PLAN**

SHEET NO  
**A0.1**

17TH AVENUE

**Agenda Item No. 4**

Issue: ICC 2012 Building Code & Amendment to Ordinance 50

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**BACKGROUND:**

The purpose of this proposed ordinance amendment to Waite Park City Ordinance 50 is to adopt the current Minnesota State Building Code. The amendments we propose to the Ordinance 50 Building Code, will make future State Adopted State Building Codes automatically adopted as the City of Waite Park Building Code. This will avoid having to do this process in the future unless the City chooses to adopt an optional appendix which the City has never done but would be still an option in the future. All of the Chapters previously listed in the ordinance, are listed in Administrative chapter of the Code and are incorporated but are not listed separately in the ordinance in case the numbers change in the future. The City does not have the option to exclude or change any of these chapters as they are mandatory, the optional chapters have been excluded.

**REQUIRED ACTION:**

Approve or deny the adoption of the ICC 2012 Building Code and the proposed Amendment to Ordinance 50.

**STAFF RECOMMENDATION:**

Approve the adoption of the ICC 2012 Building Code.

**SUGGESTED MOTION:**

Council member \_\_\_\_\_ moved to approve OR deny the adoption of the ICC 2012 Building Code and the proposed Amendment to Ordinance 50 and Summary Publication as presented.

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Council member \_\_\_\_\_ seconded the motion.

**ROLL CALL**

Councilmember Charles Schneider \_\_\_\_\_  
Councilmember Vic Schulz \_\_\_\_\_  
Councilmember Mike Linqvist \_\_\_\_\_  
Councilmember Frank Theisen \_\_\_\_\_  
Mayor Richard E. Miller \_\_\_\_\_

Motion (Approved) (Denied)

ORDINANCE 2016-  
AMENDING ORDINANCE 50 OF THE CITY CODE  
BUILDING CODE

The City Council for the City of Waite Park, HEREBY ORDAINS that Ordinance 50 is hereby amended as follows:

1. Section 50.2 is hereby amended to read as follows:

**“Section 50.2. Application, Administration and Enforcement.** The application, administration, and enforcement of the Code shall be in accordance with Minnesota Rule Chapter 1300. The Code shall be enforced within the extraterritorial limits permitted by Minnesota Statutes, 16B.62, Subdivision 1, when so established by this Ordinance.

The Code enforcement agency of Waite Park is called the Building Department. This Code shall be enforced by the Minnesota Certified Building Official designated by the City Council to administer the Code (Minnesota Statute 16B.6, Subdivision 1).

Where the Building Inspector is referenced in the Ordinances of the City, it shall mean the Building Official, which the City of Waite Park has designated.

The Minnesota State Building Code, established pursuant to Minnesota Statutes 16B.59 to 16B.75 is hereby adopted as the building code for the City of Waite Park. The Code is hereby incorporated in this Ordinance as if fully set out herein and all subsequent amendments required to be enforced are adopted.

- A. The Minnesota State Building Code optional provision identified in 1300.0060 is not adopted.”

2. This Ordinance shall become effective upon adoption and publication.

This amendment is adopted the \_\_\_\_\_ day of \_\_\_\_\_, 2016, and shall be effective upon publication.

CITY OF WAITE PARK

By \_\_\_\_\_  
Richard E. Miller  
Its Mayor

By \_\_\_\_\_  
Shaunna Johnson  
Its Administrator-Clerk-Treasurer

**CITY OF WAITE PARK  
ORDINANCE 2016-\_\_\_\_\_**  
**AMENDMENT TO ORDINANCE 50 OF THE CITY CODE**  
**BUILDING CODE**  
**SUMMARY PUBLICATION**

The City Council for the City of Waite Park, HEREBY ORDAINS:

That the City Council has approved an amendment to Ordinance 50, Section 50.2, Application, Administration and Enforcement of the Waite Park City Code. The amendment (1) adds language that all subsequent amendments to the Minnesota State Building Code required to be enforced are adopted; (2) removes reference to the chapters of the Building Code; and (3) adds language that the City is not adopting the optional provision identified in Chapter 1300 of the Minnesota State Building Code, Part, 1300.0060.

The full text of the amendment is available for inspection by any person during regular office hours at the office of the Waite Park City Administrator-Clerk-Treasurer.

This amendment shall become effective upon adoption and publication.

This amendment was approved by the majority of the City Council of Waite Park on this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

CITY OF WAITE PARK

By \_\_\_\_\_  
Richard E. Miller  
Its Mayor

By \_\_\_\_\_  
Shaunna Johnson  
Its City Administrator-Clerk-Treasurer

This summary publication was published on this \_\_\_\_ day of \_\_\_\_\_, 2016.

**Agenda Item No. 5**

Issue: Award of the 2016 10<sup>th</sup> Avenue South Overlay Improvement Project

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**BACKGROUND:**

On Friday, July 29 the city will receive bids for this project. We will bring a bid tabulation and recommendation for award to the council meeting.

**REQUIRED ACTION:**

Approve recommendation of award for the 2016 10<sup>th</sup> Avenue South Overlay Improvement project.

**RECOMMENDED ACTION:**

Approve.

**SUGGESTED MOTION:**

Council member \_\_\_\_\_ moved to approve the award of the 2016 10<sup>th</sup> Avenue South Overlay Improvement project as presented OR with the following revisions/corrections/ additions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Council member \_\_\_\_\_ seconded the motion.

**ROLL CALL**

Councilmember Charles Schneider \_\_\_\_\_  
Councilmember Vic Schulz \_\_\_\_\_  
Councilmember Mike Linqvist \_\_\_\_\_  
Councilmember Frank Theisen \_\_\_\_\_  
Mayor Richard E. Miller \_\_\_\_\_

Motion (Approved) (Denied)

**Agenda Item No. 6**

Issue: Council/Mayor: Review and Approve Bills, Other Business

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Councilmember \_\_\_\_\_ moved to approve bills as presented.

Councilmember \_\_\_\_\_ seconded the motion.

**ROLL CALL**

Councilmember Michael Linqvist	_____
Councilmember Charles Schneider	_____
Councilmember Vic Schulz	_____
Councilmember Frank Theisen	_____
Mayor Richard Miller	_____

Motion (Approved) (Denied)

ACS FINANCIAL SYSTEM  
07/26/2016 10:16:32

Schedule of Bills

CITY OF WAITE PARK  
GL050S-V08.00 COVERPAGE  
GL540R

Report Selection:

RUN GROUP... 0716D2 COMMENT...  
DATA-JE-ID DATA COMMENT  
-----  
D-07262016-453 072616 MISC DISBURSEMENT

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01			N	S	6	066	10			

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
ALL CARE TOWING INC TOW CHEVY IMPALA-STORAGE TOW CHEVY IMPALA-GARAGE	68.00 130.00 198.00	TOWING TOWING *VENDOR TOTAL	817.4110.3910 817.4110.3910		173854 181505	000292 000293	P	453	00001 00003
ALL PRO POWDER COATING C STRIP/BLAST/ETC PARTS-SP	140.00	TRAINING/TRAVEL/HOTEL	101.4552.3200		28249	027504	P	453	00002
AUTO VALUE PARTS STORES GAUGE/FITTINGS #601	50.36	REPAIR & MAINTENANCE SUP	709.4841.2200		7349762	027559	P	453	00004
BATTERIES PLUS SPEC PRO-CELL BATT-FD	60.14	REPAIR & MAINTENANCE SUP	101.4120.2200		036-440128	027415	P	453	00005
BENTRUD/DAVID W 070616 MEAL DVS SETTLEM 070616 MEAL DVS SETTLEM	15.00 22.76 37.76	TRAINING/TRAVEL/HOTEL TRAINING/TRAVEL/HOTEL *VENDOR TOTAL	101.4110.3200 101.4110.3200		070816 070816			453	00035 00036
BRAUN INTERTEC CORP 070116 SOIL TESTING-17TH	1,017.50	ENGINEERING COSTS	442.4214.6301		B063446			453	00170
CENTRAL HYDRAULICS INC STR TEE/AIR GAUGE #601	21.86	REPAIR & MAINTENANCE SUP	709.4841.2200		76586	002186	P	453	00006
CHARTER COMMUNICATIONS 0816 INTERNET/TV-PW 0816 INTERNET/TV-CL 0816 INTERNET/TV-CH 0816 INTERNET/TV-FD 0816 INTERNET/TV-BI 0816 INTERNET/TV-PW 0816 INTERNET/TV-WTR 0816 INTERNET/TV-SWR 0816 INTERNET/TV RADIO C 0816 INTERNET/TV-WTR 0816 INTERNET/TV-SWR 0816 TV-PARKS 0816 TV - WH	107.72 31.72 10.09 23.09 31.72 20.18 20.18 20.19 109.17 39.01 39.01 8.02 8.02 468.12	COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS COMMUNICATIONS *VENDOR TOTAL	101.4212.3100 101.4051.3100 101.4094.3100 101.4120.3100 101.4140.3100 101.4212.3100 703.4825.3100 709.4843.3100 101.4191.3100 703.4825.3100 709.4843.3100 101.4552.3100 101.4552.3100		071716 071916 071916 071916 071916 071916 071916 071916 071916 071916 071916 071916 072416			453	00084 00074 00075 00076 00077 00078 00079 00080 00081 00082 00083 00085 00211
CITY OF SAUK RAPIDS 2ND QTR 2016 GANGE STRIK	3,937.95	OTHER CONTRACTUAL SERVIC	101.4110.4070		071216			453	00133
CITY OF ST CLOUD 0616 OPER & MAINT 0616 OPER & MAINT CONV 0616 REHAB & REPLACE 0616 REHAB & REPLACE CON 0616 DEBT SVC-WWTF EXP 0616 DEBT SVC-TRI/SIS	19,763.54 4,423.54 2,431.04 822.01 17,692.00 14,279.00	OPERATIONS & MAINTENANCE OPERATIONS & MAINTENANCE REHAB & REPLACE REHAB & REPLACE DEBT SERVICE DEBT SERVICE TRI-CITY/SI	709.4842.2160 709.4841.2160 709.4842.3730 709.4841.3730 709.4842.4845 709.4841.4845		AR002407 AR002407 AR002407 AR002407 AR002407 AR002407			453	00171 00172 00173 00174 00175 00176

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
CITY OF ST CLOUD									
0616 DEBT SVC-SIS PH 3	4,635.00	DEBT SERVICE TRI-CITY/SI	709.4841.4845		AR002407			453	00177
0616 DEBT SVC-SIS PH 4	8,886.00	DEBT SERVICE TRI-CITY/SI	709.4841.4845		AR002407			453	00178
0616 EXISTING DEBT	2,137.30	EXISTING DEBT	709.4842.4846		AR002407			453	00179
	75,069.43	*VENDOR TOTAL							
CONWAY DEUTH SCHMIESING PYT #1 - 2015 AUDIT	15,000.00	ACCOUNTING & AUDITING	101.4055.3000		225513			453	00185
CPS TECHNOLOGY SOLUTIONS									
2016-17 SW SVC AGREE CL	1,662.49	SERVICE CONTRACT	101.4051.4015		370796			453	00103
2016-17 SW SVC AGREE-WTR	356.24	SERVICE CONTRACT	703.4825.4015		370796			453	00104
2016-17 SW SVC AGREE SWR	356.25	SERVICE CONTRACT	709.4843.4015		370796			453	00105
	2,374.98	*VENDOR TOTAL							
CUSTOM ACCENTS INC									
ENVELOPES-REGULAR WINDOW	97.98	OFFICE SUPPLIES/POSTAGE	101.4051.2000		69283			453	00136
ENVELOPES-REGULAR WINDOW	95.10	OFFICE SUPPLIES/POSTAGE	703.4825.2000		69283			453	00137
ENVELOPES-REGULAR WINDOW	95.09	OFFICE SUPPLIES/POSTAGE	709.4843.2000		69283			453	00138
ENVELOPES-UB BULK WINDOW	144.09	OFFICE SUPPLIES/POSTAGE	703.4825.2000		69283			453	00139
ENVELOPES-UB BULK WINDOW	144.08	OFFICE SUPPLIES/POSTAGE	709.4843.2000		69283			453	00140
BUSINESS CARDS-JW	31.50	OFFICE SUPPLIES/POSTAGE	101.4051.2000		69318			453	00134
BUSINESS CARD-RM	26.50	OFFICE SUPPLIES/POSTAGE	101.4011.2000		69319			453	00135
	634.34	*VENDOR TOTAL							
DE LAGE LANDEN FINANCIAL									
0716 PW COPIER LEASE PW	42.32	SERVICE CONTRACT	101.4212.4015		50738326			453	00141
0716 PW COPIER LEASE WTR	26.45	SERVICE CONTRACT	703.4825.4015		50738326			453	00142
0716 PW COPIER LEASE SWR	26.45	SERVICE CONTRACT	709.4843.4015		50738326			453	00143
0716 PW COPIER LEASE SS	10.58	SERVICE CONTRACTS	715.4224.4015		50738326			453	00144
	105.80	*VENDOR TOTAL							
DELTA DENTAL OF MN									
0816 DENTAL PREM-BB	65.30	HOSPITALIZATION INSURANC	101.4140.1500		071216	027211 P		453	00145
0816 DENTAL PREM-RS	31.90	HOSPITALIZATION INSURANC	101.4212.1500		27211			453	00146
	97.20	*VENDOR TOTAL							
FASTENAL CO ALEN WRENCH/BOLTS-SP PAD	40.68	REPAIR & MAINTENANCE SUP	101.4552.2200		MNST182191	027533 P		453	00007
FLAHERTY HOOD PA									
0616 LABOR/EMP SERVICES	371.25	LEGAL SERVICES	101.4060.3005		9128			453	00106
0616 COPIES	3.00	LEGAL SERVICES	101.4060.3005		9128			453	00107
	374.25	*VENDOR TOTAL							
G&K SERVICES									
0616 UNIFORMS PW	285.44	UNIFORMS	101.4212.2120		063016			453	00008
0616 UNIFORMS WTR	18.50	UNIFORMS	703.4825.2120		063016			453	00009
0616 UNIFORMS SWR	23.80	UNIFORMS	709.4843.2120		063016			453	00010
0616 TOWELS PW	8.75	RUGS/TOWELS	101.4212.4012		063016			453	00011

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
G&K SERVICES										
060216	RUGS LIBRARY	7.92	RUGS/TOWELS	101.4095.4012		1043492583			453	00015
060216	RUGS CL	3.12	RUGS/TOWELS	101.4051.4012		1043492586			453	00018
060216	RUGS FD	12.72	RUGS/TOWELS	101.4120.4012		1043492586			453	00019
060216	RUGS CH	6.72	RUGS/TOWELS	101.4094.4012		1043492586			453	00020
060216	RUGS PARKS	4.32	RUGS/TOWELS	101.4552.4012		1043492587			453	00026
060216	RUGS WTR	6.20	RUGS/TOWELS	703.4825.4012		1043492601			453	00028
060216	RUGS SWR	6.20	RUGS/TOWELS	709.4843.4012		1043492601			453	00029
060216	RUGS PW	8.40	RUGS/TOWELS	101.4212.4012		1043492605			453	00012
061616	RUGS LIBRARY	7.92	RUGS/TOWELS	101.4095.4012		1043503630			453	00016
061616	RUGS PW	8.40	RUGS/TOWELS	101.4212.4012		1043503656			453	00013
063016	RUGS CL	3.12	RUGS/TOWELS	101.4051.4012		1043514642			453	00022
063016	RUGS FD	12.72	RUGS/TOWELS	101.4120.4012		1043514642			453	00023
063016	RUGS CH	6.72	RUGS/TOWELS	101.4094.4012		1043514642			453	00024
063016	RUGS PD	17.52	RUGS/TOWELS	101.4110.4012		1043514642			453	00025
063016	RUGS PARKS	4.32	RUGS/TOWELS	101.4552.4012		1043514643			453	00027
063016	RUGS WTR	6.20	RUGS/TOWELS	703.4825.4012		1043514657			453	00030
063016	RUGS SWR	6.20	RUGS/TOWELS	709.4843.4012		1043514657			453	00031
063016	RUGS PW	8.40	RUGS/TOWELS	101.4212.4012		1043514661			453	00014
063016	RUGS LIBRARY	7.92	RUGS/TOWELS	101.4095.4012		1043514662			453	00017
060216	RUGS PD	17.52	RUGS/TOWELS	101.4110.4012		104392586			453	00021
		499.05	*VENDOR TOTAL							
HARDRIVES INC										
	BLACKTOP (6.96T)-RD REP	331.16	REPAIR & MAINT SUPPLIES-	101.4212.2210		13374	027527	P	453	00032
HAWKINS INC										
	AZONE 15/BLEACH/ETC-SP	508.31	REPAIR & MAINTENANCE SUP	101.4554.2200		3911838RI	027307	P	453	00033
	AZONE 15/FLOURIDE-WTP	1,842.90	REPAIR & MAINTENANCE SUP	703.4822.2200		3917471	027312	P	453	00132
		2,351.21	*VENDOR TOTAL							
HD SUPPLY WATERWORKS LTD										
	MXU'S/WATER METERS	7,690.26	REPAIR & MAINTENANCE SUP	703.4825.2200		F568383	027314	P	453	00034
HEALTHPARTNERS										
0816	HEALTH INS PREM CL	4,684.98	HOSPITALIZATION INSURANC	101.4051.1500		66859022			453	00147
0816	HEALTH INS PREM PL	1,266.21	HOSPITALIZATION INSURANC	101.4091.1500		66859022			453	00148
0816	HEALTH INS PREM CH	633.11	HOSPITALIZATION INSURANC	101.4094.1500		66859022			453	00149
0816	HEALTH INS PREM PD	24,121.30	HOSPITALIZATION INSURANC	101.4110.1500		66859022			453	00150
0816	HEALTH INS PREM BI	1,266.21	HOSPITALIZATION INSURANC	101.4140.1500		66859022			453	00151
0816	HEALTH INS PREM PW	8,255.29	HOSPITALIZATION INSURANC	101.4212.1500		66859022			453	00152
0816	HEALTH INS PREM SN	1,593.28	HOSPITALIZATION INSURANC	101.4213.1500		66859022			453	00153
0816	HEALTH INS PREM SS	407.46	HOSPITALIZATION INSURANC	715.4224.1500		66859022			453	00154
0816	HEALTH INS PREM PK	2,064.05	HOSPITALIZATION INSURANC	101.4552.1500		66859022			453	00155
0816	HEALTH INS PREM WTR	4,153.17	HOSPITALIZATION INSURANC	703.4825.1500		66859022			453	00156
0816	HEALTH INS PREM SWR	2,686.41	HOSPITALIZATION INSURANC	709.4843.1500		66859022			453	00157
		51,131.47	*VENDOR TOTAL							
HEARTLAND GLASS CO INC										
	GLASS INSTALL-LIB DOOR	192.00	REPAIR & MAINTENANCE	101.4095.3700		LZ3244	027506	P	453	00037

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
HEATER RENTAL SERVICES L HATCH REP-13 AVE WTR TWR	810.50	RENTALS	703.4824.3800		8106	026831	P	453	00038
HOME DEPOT CREDIT SERVIC SALES TAX CREDIT	5.30CR	REPAIR & MAINTENANCE SUP	101.4552.2200		2154379	027389	P	453	00167
PETUNIAS/ETC-PARKS	77.16	REPAIR & MAINTENANCE SUP	101.4552.2200		6010624	027389	P	453	00166
PAINT BRUSH/ETC-PARKS	30.82	REPAIR & MAINTENANCE SUP	101.4552.2200		7013259	027396	P	453	00169
LANDSCAPING FABRIC/ETC	31.95	REPAIR & MAINTENANCE SUP	101.4552.2200		9023461	027555	P	453	00168
	134.63	*VENDOR TOTAL							
HOME LINE SPECIAL BATTERY #214	226.95	REPAIR & MAINTENANCE	101.4110.3700		1922302000969	000295	P	453	00042
HORIZON CHEMICAL CO., IN HHR/PH PROBES-SP PAD	811.06	REPAIR & MAINTENANCE SUP	101.4554.2200		160617043	027295	P	453	00039
HOWE/JEFFREY R 0716 BUILDING INSP SVC	8,200.00	OTHER CONTRACTUAL SERVIC	101.4140.4070		0716			453	00086
IIMC 100116-093017 DUES KV	155.00	MISC - DUES	101.4051.4010		062216	010024	P	453	00108
IN CONTROL INC TRANSDUCER INST-WELL #1	1,560.54	REPAIR & MAINTENANCE	703.4822.3700		16069DC01	027303	P	453	00040
INNOVATIVE OFFICE SOLUTI POWER BACKUP/ETC-PD	245.01	OFFICE SUPPLIES/POSTAGE	101.4110.2000		IN1247672	000294	P	453	00041
J.B. DISTRIBUTING CO. IN JB 80 OIL (24)-SHOP	197.76	REPAIR & MAINTENANCE SUP	101.4212.2200		823295	027581	P	453	00043
J&K BRUGH INC TRANSMISSION REP #406	554.82	REPAIR & MAINTENANCE SUP	101.4212.2200		13031	027546	P	453	00044
JEFF CURTIS ELECTRIC, IN OUTSIDE LIGHT INST-LIB	775.00	REPAIR & MAINTENANCE	101.4095.3700		1432	027505	P	453	00045
JOHN DEERE FINANCIAL V-BELT #505	21.24	REPAIR & MAINTENANCE SUP	101.4552.2200		1301005	027556	P	453	00046
SHAFT/GUARD/ETC #504	888.52	REPAIR & MAINTENANCE SUP	101.4552.2200		1307327	027573	P	453	00047
	909.76	*VENDOR TOTAL							
KAREN'S ELECTRIC INC ST LIGHT CONNECT-17TH	6,844.00	ENGINEERING COSTS	442.4214.6301		192			453	00180
LANGUAGE LINE SERVICES 0616 INTERP-SPN/SOM/VIET	66.36	PROF SERVICES - INTERPRE	101.4110.3031		3867662	000296	P	453	00048
LITTLE FALLS MACHINE INC PIN LATCH #444	37.27	REPAIR & MAINTENANCE SUP	101.4212.2200		58457	027539	P	453	00049

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
LLRP LLC 062816 POST ACCIDENT TST	255.25	PROFESSIONAL SERV PHYSIC	101.4212.3011		2700	027207	P	453	00071
LOCATORS AND SUPPLIES IN RAIN JACKET/PANT (2 EA) LIGHT BAR-SHOP	211.52 190.09 401.61	REPAIR & MAINTENANCE SUP REPAIR & MAINTENANCE SUP *VENDOR TOTAL	101.4212.2200 101.4212.2200		0247427-IN 0247529-IN	027564 027574	P	453	00051 00050
MANEY INTERNATIONAL INC DOT INSP/MAINT #444	3,258.27	REPAIR & MAINTENANCE	101.4212.3700		157566	027550	P	453	00197
MARK J TRAUT WELLS INC 072116 8 WATER TESTS	184.00	WATER TESTS	703.4825.4820		288730			453	00109
MARTIN MARIETTA MATERIAL CHIPS 1/4 (19.9T)-RD REP CHIPS 1/4 (23.48)-SPRAY	371.14 437.90 809.04	REPAIR & MAINT SUPPLIES- REPAIR & MAINT SUPPLIES- *VENDOR TOTAL	101.4212.2210 101.4212.2210		18017139 616826/616875	027537 027544	P	453	00053 00052
MCDOWALL COMFORT MANAGEM CONDENSE UNIT #5 REP-PD	4,165.17	REPAIR & MAINTENANCE	101.4094.3700		231063	027503	P	453	00054
MEGGITT TRAINING SYSTEMS SHOOTING RANGE SVC/REP	1,095.00	REPAIR & MAINTENANCE SUP	101.4110.2200		INV-0071850	000300	P	453	00055
MENARDS PERENNIALS/ETC-PARKS DEHUMIDIFIER-CH FITTINGS #601 SMALL FANS (2) - CH HANDY SAND-COMM PK PLANT MULTI FLOWERS-COMM PK PL WASP SPRAY	162.71 143.99 3.98 27.88 23.96 284.74 5.90 653.16	REPAIR & MAINTENANCE SUP REPAIR & MAINTENANCE SUP *VENDOR TOTAL	101.4552.2200 101.4094.2200 709.4841.2200 101.4094.2200 101.4552.2200 101.4552.2200 101.4552.2200 101.4212.2200		26667 27164 27478 27645 27704 27778 27979	027390 027393 027562 027394 027566 027572 026362	P	453	00058 00056 00057 00059 00060 00061 00062
MILLER/MICHAEL E.S. #34 ROOF REPAIR-SILVER L	2,900.00	CONSULTANTS	101.4060.3010		KLM56742			453	00225
MN COPY SYSTEMS 0612-071116 PW COPIER 0612-071116 PW COPIER 0612-071116 PW COPIER 0612-071116 PW COPIER 0612-071116 PD COPIER 0612-071116 PW SHOP COPY 0612-071116 PW SHOP COPY 0612-071116 PW SHOP COPY 0612-071116 PW SHOP COPY 0612-071116 PW SHOP COPY	23.93 14.96 14.96 5.98 61.36 8.14 5.09 5.09 2.02 141.53	SERVICE CONTRACT SERVICE CONTRACT SERVICE CONTRACT SERVICE CONTRACTS PRINTING & BINDING SERVICE CONTRACT SERVICE CONTRACT SERVICE CONTRACT SERVICE CONTRACTS *VENDOR TOTAL	101.4212.4015 703.4825.4015 709.4843.4015 715.4224.4015 101.4110.3400 101.4212.4015 703.4825.4015 709.4843.4015 715.4224.4015		192374 192374 192374 192374 192423 192679 192679 192679 192679			453	00091 00092 00093 00094 00095 00087 00088 00089 00090

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
MN DEPT OF EMPLOYMENT EC 2ND QTR 2016 UNEMPLOYME	418.95	UNEMPLOYMENT	101.4110.1201		10674604	027213	P	453	00110
MN DEPT OF LABOR INDUSTR 0116-0316 QTR SURCHARGE	4,170.65	REMITTANCE REV COL OTHER	101.4140.8100		071216			453	00158
0416-0616 QTR SURCHARGE	4,839.57	REMITTANCE REV COL OTHER	101.4140.8100		071216			453	00159
	9,010.22	*VENDOR TOTAL							
MN POLLUTION CONTROL AGE WASTE WTR CERT RENEW-BS	23.00	TRAINING/TRAVEL/HOTEL	709.4843.3200		072116	027245	P	453	00160
MN VALLEY TESTING LABORA 071516 WASTE WTR TESTS	699.48	SEWER TESTING	709.4843.4844		818344			453	00063
MUSCO CORPORATION LIGHT PARTS-R.E. BALLF	13,454.00	CAPITAL EXPENDITURES	101.4552.5400		285899	027243	P	453	00161
NNA SERVICES LLC 0916-0917 MEMBERSHIP KV	59.00	MISC - DUES	101.4051.4010		071916	010025	P	453	00111
OERTEL ARCHITECTS ARCHITECT SVC PYT #3-AMP	7,500.00	CONSULTANTS - ENGINEERIN	101.4211.3010		3			453	00183
PARKING/AIRPORT-AMP	71.40	CONSULTANTS - ENGINEERIN	101.4211.3010		3			453	00184
ARCHITECT SVC PYT #5-PW	143,070.00	CONSULTANTS - ENGINEERIN	101.4211.3010		5			453	00181
MILEAGE - PW FACILITY	172.80	CONSULTANTS - ENGINEERIN	101.4211.3010		5			453	00182
	150,814.20	*VENDOR TOTAL							
PALMER PRINTING 2015 WTR RPT PRINT/MAIL	1,068.00	MISC - DUES	703.4825.4010		161607-01	027210	P	453	00064
PETER'S BODY SHOP INC REAR END REP #203	3,642.11	REPAIR & MAINTENANCE	101.4110.3700		2575	000297	P	453	00096
PETERSON/SHANE #60 HOME RELOC-2ND 1/2	1,500.00	CONSULTANTS	101.4060.3010		072016			453	00097
RAJKOWSKI HANSMEIER LTD 0616 SIS APPRAISALS-17TH	526.50	LEGAL FEES	442.4214.6302		73467			453	00187
0616 COMMISSIONERS HR-17	177.00	LEGAL FEES	442.4214.6302		73467			453	00188
0616 SIS RELOCATION-17TH	43.00	LEGAL FEES	442.4214.6302		73467			453	00189
0616 SIS-17TH AVE S PH 2	715.50	LEGAL FEES	442.4214.6302		73467			453	00190
0616 SIS MEETINGS-17TH	162.00	LEGAL FEES	442.4214.6302		73467			453	00191
0616 WEED INSPCTOR CONTR	13.50	LEGAL SERVICES	101.4060.3005		73468			453	00192
0616 MEETINGS	54.00	LEGAL SERVICES	101.4060.3005		73468			453	00193
0616 ANNEXATION	40.50	LEGAL SERVICES	101.4060.3005		73468			453	00194
0616 LODGING AGREEMENT	270.00	LEGAL SERVICES	101.4060.3005		73468			453	00195
0616 PD DATA REQUESTS	125.00	LEGAL SERVICES	101.4110.3005		73468			453	00196
0616 CRIMINAL	9,052.00	LEGAL SERVICES	101.4110.3005		73470			453	00186
	11,179.00	*VENDOR TOTAL							

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VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
REDNECK INC JACK/PINS/JACK FOOT #603	44.02	REPAIR & MAINTENANCE SUP	101.4212.2200		2245672-00	027558	P	453	00065
REISDORF/THERESA 0718-071916 PAYROLL HELP	316.25	PROFESSIONAL SERV - MISC	101.4051.3039		072216			453	00212
ROYAL TIRE INC TIRE REPL (10) #T6	5,117.30	REPAIR & MAINTENANCE	101.4120.3700		328-24470	027418	P	453	00066
RUSSELL/LORRAINE 0716 LANDSCAPE CONSULT	850.00	OTHER CONTRACTUAL SERVIC	101.4552.4070		0716			453	00098
SAVAGE JR/RICHARD J 0716 WEED INSPECTIONS	500.00	OTHER CONTRACTUAL SERVIC	101.4227.4070		0716			453	00099
SCHLEICHER/LINDA #69 HOUSE PURCHASE-SILVE	7,000.00	CONSULTANTS	101.4060.3010		072216			453	00208
#69 PROPERTY MOVE-SILVER	1,925.00	CONSULTANTS	101.4060.3010		072216			453	00209
	8,925.00	*VENDOR TOTAL							
SHERWIN WILLIAMS PAINT (2 GAL)-PARKS	86.70	REPAIR & MAINTENANCE SUP	101.4552.2200		2292-8	027507	P	453	00067
SITEONE LANDSCAPE SUPPLY WEED KILLER (2.5 GAL)	61.99	REPAIR & MAINTENANCE SUP	101.4227.2200		76725902	027567	P	453	00068
SPECTRUM INSTANT SIGNS LINERS/TOWELS/ETC-STR	236.58	REPAIR & MAINTENANCE SUP	101.4212.2200		99244	027397	P	453	00131
ST CLOUD OVERHEAD DOOR C GATE REPAIR-SHOP/YW	859.59	REPAIR & MAINTENANCE SUP	101.4212.2200		0165413-IN	027166	P	453	00069
ST CLOUD TIMES #1076 0816 SUBSCRIPTION	29.01	ADVERTISEMENTS	101.4051.3300		0701-083116			453	00100
ST PETER HOMES INC #62 HOME RELOCATE-1/2 DW	5,500.00	CONSULTANTS	101.4060.3010		072116			453	00162
#60 HOME INST-1/2 DOWN	4,300.00	CONSULTANTS	101.4060.3010		072116			453	00163
	9,800.00	*VENDOR TOTAL							
STEARNS COUNTY AUDITOR T REG 12 CHEVY TAHOE #213	11.00	DUES & SUBSCRIPTIONS	101.4110.4010		071516			453	00164
STEARNS COUNTY RECORDER RECORD SILVER LEAF AGREE	46.00	CTY FEES/REAL ESTATE TAX	101.4011.4020		071816			453	00210
STEARNS ELECTRIC ASSN 0616 ST LIGHT CR 6	15.95	PUBLIC UTILITY SERVICES	101.4217.3600		070616			453	00070

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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
TRM3										
	071816 MEAL WORK SESSION	9.96	TRAINING/TRAVEL/HOTEL	101.4091.3200		071816	027212	P	453	00112
	071816 MEAL WORK SESSION	49.83	TRAINING/TRAVEL/HOTEL	101.4051.3200		071816	027212	P	453	00113
	071816 MEAL WORK SESSION	39.84	TRAINING/TRAVEL/HOTEL	101.4011.3200		071816	027212	P	453	00114
	071816 MEAL WORK SESSION	9.96	TRAINING/TRAVEL/HOTEL	101.4021.3200		071816	027212	P	453	00115
	071816 MEAL WORK SESSION	9.96	TRAINING/TRAVEL/HOTEL	101.4110.3200		071816	027212	P	453	00116
	071816 MEAL WORK SESSION	9.96	TRAINING/TRAVEL/HOTEL	101.4212.3200		071816	027212	P	453	00117
		129.51	*VENDOR TOTAL							
UNUM	LIFE INSURANCE COMA									
	0816 DIS PREM CL	195.83	DISABILITY INS & OTHERS	101.4051.1510		071416			453	00118
	0816 DIS PREM PLANNING	47.30	DISABILITY INS & OTHERS	101.4091.1510		071416			453	00119
	0816 DIS PREM CH	19.39	DISABILITY INS & OTHERS	101.4094.1510		071416			453	00120
	0816 DIS PREM PD	995.86	DISABILITY INS & OTHERS	101.4110.1510		071416			453	00121
	0816 DIS PREM BI	38.78	DISABILITY INS & OTHERS	101.4140.1510		071416			453	00122
	0816 DIS PREM PW	205.82	DISABILITY INS & OTHERS	101.4212.1510		071416			453	00123
	0816 DIS PREM SNOW	33.39	DISABILITY INS & OTHERS	101.4213.1510		071416			453	00124
	0816 DIS PREM ST SWR	7.18	DISABILITY INS & OTHERS	715.4224.1510		071416			453	00125
	0816 DIS PREM PARKS	46.38	DISABILITY INS & OTHERS	101.4552.1510		071416			453	00126
	0816 DIS PREM WTR	99.47	DISABILITY INS & OTHERS	703.4825.1510		071416			453	00127
	0816 DIS PREM SWR	65.06	DISABILITY INS & OTHERS	709.4843.1510		071416			453	00128
	0816 LIFE PREM CL	41.63	LIFE INSURANCE	101.4051.1520		071416			453	00214
	0816 LIFE PREM PLANNING	11.25	LIFE INSURANCE	101.4091.1520		071416			453	00215
	0816 LIFE PREM CH	5.63	LIFE INSURANCE	101.4094.1520		071416			453	00216
	0816 LIFE PREM PD	217.56	LIFE INSURANCE	101.4110.1520		071416			453	00217
	0816 LIFE PREM BI	11.25	LIFE INSURANCE	101.4140.1520		071416			453	00218
	0816 LIFE PREM PW	56.70	LIFE INSURANCE	101.4212.1520		071416			453	00219
	0816 LIFE PREM SNOW	10.69	LIFE INSURANCE	101.4213.1520		071416			453	00220
	0816 LIFE PREM ST SWR	2.36	LIFE INSURANCE	715.4224.1520		071416			453	00221
	0816 LIFE PREM PARKS	13.61	LIFE INSURANCE	101.4552.1520		071416			453	00222
	0816 LIFE PREM WTR	22.05	LIFE INSURANCE	703.4825.1520		071416			453	00223
	0816 LIFE PREM SWR	15.52	LIFE INSURANCE	709.4843.1520		071416			453	00224
		2,162.71	*VENDOR TOTAL							
VEENSTRA/BRADLEY THOMAS	0716 TELEWISE MEETINGS	300.00	LOCAL ACCESS EXPENSES	101.4051.8300		0716			453	00101
VERIZON WIRELESS SERVICE	0611-071016 PD LAPTOPS	455.28	REPAIR & MAINT-TECHNOLOG	101.4110.3711		9768554471			453	00129
VIRNIG/KARLA	0516 MISC MILEAGE	16.52	TRAINING/TRAVEL/HOTEL	101.4051.3200		071416			453	00130
	0616 MISC MILEAGE	12.10	TRAINING/TRAVEL/HOTEL	101.4051.3200		071416			453	00226
		28.62	*VENDOR TOTAL							
WEST CENTRAL SANITATION	0615 2 COMPOST DUMPSTERS	200.00	OTHER CONTRACTUAL SERVIC	101.4223.4070		10634747			453	00102
WILSON/DANIEL H	TRUST ACCT DEP #5-SILVER	22,276.00	CONSULTANTS	101.4060.3010		TCMHP5			453	00213

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
WINDAHL TECHNOLOGY, LLC. EATON 5S 1000VA LCD UPS	199.00	REPAIR & MAINT-TECHNOLOG	101.4110.3711		773	000299	P	453	00072
WOLF/MARGARET 05-0616 MISC MILEAGE	9.94	TRAINING/TRAVEL/HOTEL	101.4051.3200		070516			453	00165
WOODS SEED & NURSERY INC FERTILIZER/SCOOPER-PARKS	35.68	REPAIR & MAINTENANCE SUP	101.4552.2200		9004	027530	P	453	00073
XCEL ENERGY									
0604-070316 STR LIGHTS	7,027.31	PUBLIC UTILITY SERVICES	101.4217.3600		507530541			453	00200
0603-070216 810 3 ST N	9.07	PUBLIC UTILITY SERVICES	101.4217.3600		507560148			453	00201
0521-062216 PARKS	1,716.99	PUBLIC UTILITY SERVICES	101.4552.3600		507723733			453	00205
0522-062116 LIFT STATION	212.84	PUBLIC UTILITY SERVICES	709.4841.3600		507725363			453	00207
0522-062116 TRAFF SIGNAL	561.42	PUBLIC UTILITY SERVICES	101.4216.3600		507730002			453	00199
0522-062116 GARAGE	692.48	PUBLIC UTILITY SERVICES	101.4212.3600		507736702			453	00198
0620-072016 901 GRANITE	93.30	PUBLIC UTILITY SERVICES	101.4217.3600		509771159			453	00203
0620-072016 325 10 AVE S	58.38	PUBLIC UTILITY SERVICES	101.4217.3600		509773017			453	00202
0620-072016 1395 2 ST S	145.69	PUBLIC UTILITY SERVICES	101.4217.3600		509781550			453	00204
0620-072016 GILLITZER	21.69	PUBLIC UTILITY SERVICES	101.4094.3600		509785813			453	00206
	10,539.17	*VENDOR TOTAL							

ACS FINANCIAL SYSTEM  
07/26/2016 10:16:32

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CITY OF WAITE PARK  
GL540R-V08.00 PAGE 10

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
DESCRIPTION									
REPORT TOTALS:	452,318.47								

RECORDS PRINTED - 000226

Schedule of Bills

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	344,451.22
442	17TH AVE SOUTH	9,485.50
703	WATER FUND	18,162.91
709	SEWER FUND	79,585.26
715	STORMWATER FUND	435.58
817	DWI FORFEITURE	198.00
TOTAL ALL FUNDS		452,318.47

BANK RECAP:

BANK	NAME	DISBURSEMENTS
CHEK	PLAZA PARK BANK	452,318.47
TOTAL ALL BANKS		452,318.47

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....  
.....  
.....

**Agenda Item No. 7**  
**Administrator-Update of Activities**

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Updates will be presented at the time of the meeting.

**Agenda Item No. 8**

**Issue-** Consideration of an offer to purchase the ownership rights and compensation of real property

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**BACKGROUND:**

The council will close this portion of the meeting to the public pursuant to Minnesota Statute 13D.05 subdivision 3 (a) (3) to consider an offer to purchase property owned by the City of Waite Park and which property is currently in the condemnation process. This property was owned by Chris Sis and Jolene Sis and possession was acquired by quick take proceedings. Those proceedings are underway with a commissioner’s hearing pending. An additional basis to close the meeting is to discuss pending litigation relating to the condemnation proceedings involving this property.

**The legal description for the potential purchase of ownership compensation is:**

A tract of land lying in and being a part of the Northwest Quarter of Section 20, Township 124 North, Range 28 West, Stearns County, Minnesota, described as follows to-wit: Beginning at a point on the west line of said Section 20, said point being 770.88 feet South of the Northwest corner of said Section 20; thence continuing South along said west line of said Section 20, a distance of 1429.12 feet to the center line of a public road as now constructed and traveled; thence running North 65 degrees 38 minutes East along the center line of said road a distance of 424.91 feet to the east line of the West 391.20 feet of said Northwest Quarter; thence North and parallel with said West line of said Section 20, a distance of 1262.5 feet to a point at right angles to and distant 391.2 feet from the point of beginning; thence deflect 90 degrees left and West 391.2 feet to the point of beginning and there terminating.

**This property is located along 7<sup>th</sup> Avenue South in the City of Waite Park and is the location of the former Sis Upholstery Business.**

**MOTION TO CLOSE MEETING:**

Councilmember \_\_\_\_\_ moved to close the meeting pursuant to Minnesota Statute 13D.05 subdivision 3 (a) (3) to consider an offer to purchase property owned by the City of Waite Park and which property is currently in the condemnation process. This property was owned by Chris Sis and Jolene Sis and possession was acquired by quick take proceedings. Those proceedings are underway with a commissioner’s hearing pending.

Councilmember \_\_\_\_\_ seconded the motion.

The meeting was closed at \_\_\_\_\_ PM.

**Please Note:**

Closed portion of the meeting will be recorded. The recording will remain private until a purchase price has been reached by both parties. The recording will then become public. The public will be asked to leave this portion of the meeting.

- 1. Identify real or personal property that is the subject of the closed meeting on tape.
2. This portion of the meeting will be for discussion purposes only. No action will be taken.

MOTION TO OPEN MEETING:

Councilmember \_\_\_\_\_ moved to open the public hearing.

Councilmember \_\_\_\_\_ seconded the motion.

The meeting was opened at \_\_\_\_\_ PM.

MOTION TO ADJOURN MEETING:

Councilmember \_\_\_\_\_ moved to adjourn meeting.

Councilmember \_\_\_\_\_ seconded the motion.

The meeting was opened at \_\_\_\_\_ PM.

ADJOURNMENT

Respectfully submitted,

Shaunna Johnson, Administrator